

WASCO COUNTY BOARD OF COMMISSIONERS
REGULAR SESSION / AGENDA WEDNESDAY, AUGUST 2, 2017
LOCATION: Wasco County Courthouse, Room #302
511 Washington Street, The Dalles, OR 97058

Public Comment: Individuals wishing to address the Commission on items not already listed on the Agenda may do so during the first half-hour and at other times throughout the meeting; please wait for the current speaker to conclude and raise your hand to be recognized by the Chair for direction. Speakers are required to give their name and address. Please limit comments from three to five minutes, unless extended by the Chair.

Departments: Are encouraged to have their issue added to the Agenda in advance. When that is not possible the Commission will attempt to make time to fit you in during the first half-hour or between listed Agenda items.

NOTE: With the exception of Public Hearings, the Agenda is subject to last minute changes; times are approximate – please arrive early. **Meetings are ADA accessible.** For special accommodations please contact the Commission Office in advance, (541) 506-2520. TDD 1-800-735-2900. If you require an interpreter, please contact the Commission Office at least 7 days in advance. **Las reuniones son ADA accesibles.** Por tipo de alojamiento especiales, por favor póngase en contacto con la Oficina de la Comisión de antemano, (541) 506-2520. TDD 1-800-735-2900.

Si necesita un intérprete por favor, póngase en contacto con la Oficina de la Comisión por lo menos siete días de antelación.

9:00 a.m.

CALL TO ORDER

Items without a designated appointment may be rearranged to make the best use of time. Other matters may be discussed as deemed appropriate by the Board.

- Corrections or Additions to the Agenda
- [Discussion Items](#) (Items of general Commission discussion, not otherwise listed on the Agenda: [911 MOU](#); [Revised Records Request Policy](#))
- [Consent Agenda](#) (Items of a routine nature: minutes, documents, items previously discussed.): [Minutes-7.13.2017 Work Session](#); [7.19.2017 Regular Session](#)

9:30 a.m. [Ordinance Repealing Personnel Ordinance](#) – Nichole Biechler

9:35 a.m. [4H Immediate Opportunity Addendum](#) – Lynette Black/Scott Baker

9:50 a.m. [Child Advocacy Agreement](#) – Leslie Wolf

COMMISSION CALL
NEW/OLD BUSINESS
ADJOURN

If necessary, an Executive Session may be held in accordance with: ORS 192.660(2)(a) – Employment of Public Officers, Employees & Agents, ORS 192.660(2)(b) – Discipline of Public Officers & Employees, ORS 192.660(2)(d) – Labor Negotiator Consultations, ORS 192.660(2)(e) – Real Property Transactions, ORS 192.660(2)(f) To consider information or records that are exempt by law from public inspection, ORS 192.660(2)(g) – Trade Negotiations, ORS 192.660(2)(h) - Conferring with Legal Counsel regarding litigation, ORS 192.660(2)(i) – Performance Evaluations of Public Officers & Employees, ORS 192.660(2)(j) – Public Investments, ORS 192.660(2)(m) – Security Programs, ORS 192.660(2)(n) – Labor Negotiations



**WASCO COUNTY BOARD OF COMMISSIONERS
REGULAR SESSION
AUGUST 2, 2017**

PRESENT: Scott Hege, County Commissioner
Steve Kramer, Commission Vice-Chair (by phone)
Rod Runyon, Commission Chair

STAFF: Kathy White, Executive Assistant

ABSENT: Tyler Stone, Administrative Officer

At 9:00 a.m. Chair Runyon opened the Regular Session of the Board of Commissioners with the Pledge of Allegiance.

Ms. White asked to add the Clerk's planned purchase of archival shelving to the Discussion List.

Discussion List – 911 MOU

Wasco County Sheriff Lane Magill explained that this agreement was first put in place in 2012 and is to support services in case of a disaster. He stated that both 911 managers have reviewed the renewal and approved; the only changes are updates to the signature lines and term dates.

Commissioner Hege asked if there are any actions that result from the agreement. Sheriff Magill replied that both counties are on the same CAD system and tied into the same records management system; if one county had to use the other's 911 center, they would be able to come over with a laptop and plug right in.

Commissioner Hege asked if the agreement has ever been put into action or if exercises ever take place. Sheriff Magill replied that they have not had an

occasion to use the plan although they do work back and forth on connectivity.

{{Vice-Chair Kramer moved to approve the Memorandum of Understanding between the Wasco County 911 Center and the Hood River 911 Center for mutual assistance. Commissioner Hege seconded the motion which passed unanimously.}}

Vice-Chair Kramer asked about progress on the issues with Century Link regarding 911 service outages. Sheriff Magill reported that he sent the letter signed by himself and the Wasco County Board of Commissioners to both Century Link and the State. He stated that his communication has been very pointed and direct – they need to get this problem fixed. He said that he received a call just moments ago that there was another outage at 1:00 a.m. this morning – the cause is apparently equipment failure which is typically the case. He said that he has directed the 911 Manager to get the name of the head supervisor; he plans to call the supervisor later today to increase pressure. He stated that he will also be placing a call to the State Director of Emergency Management.

Commissioner Hege asked if we know what is causing the outages. Sheriff Magill responded that Century Link says it is equipment failure. He went on to say that he will be asking for a detailed after-action report. He added that he does not yet know the length of the outage that occurred this morning.

Chair Runyon asked what happens when the system goes down. Sheriff Magill replied that Oregon Emergency Management (OEM) is notified as is our 911 Manager – it is an automated call. He stated that Century Link has not provided any detail for the cause or causes of the outages.

Commissioner Hege asked how we respond when notified of an outage. Sheriff Magill responded that our dispatch center works with Century Link and OEM to find out where the outage is and what is down; once we determine that, we put a plan of action in place for notifications via the emergency alert system, radio, Facebook, etc. He added that Emergency Manager Joe Davitt reported that we did not miss any calls due to the outage that occurred earlier today. He said that all affected emergency response agencies are notified. He stated that during outages, callers to 911 just get a busy signal.

Mr. Stone asked if we are required to use Century Link as our service provider. Sheriff Magill replied that he is looking into that and has told Century Link that if he can find another provider, he will – it seemed to get their attention but here

we are again with the same problem.

Commissioner Hege commented that he thought Century Link was the “certified” provider. Sheriff Magill said that they are the only phone carrier for the area; we also ran into this issue when Sprint was the provider.

County Clerk Lisa Gambée announced that the upcoming eclipse event is now on the front page of the County website with links to all the information. Sheriff Magill added that the Warm Springs Confederated Tribe is also generating web content for the tribe; we will add that link to our site as soon as it goes live.

Discussion List – Records Request Policy

Ms. White explained that the revisions to the policy entail only corrected hyperlinks and the removal of names for the department contacts.

Commissioner Hege asked if this incorporates any of the new Oregon rules for records requests. Ms. White replied that she had not been aware of the new rules but would look into it.

Commissioner Hege noted that the charge for copies is 25¢ per page with the first five pages for free. Ms. Gambée interjected that there is language in the Fee Schedule for those charges. She stated that for most records requests it is not the number of pages but the research and time that it takes to assemble the response that is most costly; we provide an estimate. She said that while a Planning Department request could be very involved, a Finance Department request may take more time to create an invoice than to generate the information requested. She stated that if it is easy, we don't charge. She said that the County is trying to be consistent; some departments have cash drawers while others do not which makes it more difficult to collect a fee.

Commissioner Hege noted that the electronic copy is priced the same as a hard copy which he does not think makes sense. Mr. Stone observed that oftentimes we have to print, redact, sort and then scan to send electronic copies. He went on to say that sometimes it is not an issue but many times it is, noting that we often cannot do a data cut based on the criteria provided by the requestor.

{{{Commissioner Hege moved to approve the revised Wasco County Records Request Policy. Chair Runyon seconded the motion which passed unanimously.}}}

Discussion List – Shelving Purchase

Ms. Gambee explained that the Clerk's Office has an historic vault with records dating back to 1884. She stated that the vault has also become a storage area for elections with additional archive storage in the basement of the Courthouse. She said that the basement storage, while well organized, is in an area with water pipes running overhead placing the documents at risk. She reminded the Board that during this budget cycle, \$8,500 was set aside to add some shelving to the vault in order to move the basement records into the vault.

Ms. Gambee went on to say that the shelving already in the vault is roller shelves and they want to duplicate that for the new shelving. She stated that she went out for quotes and found a company that has been doing this for 100 years; their quote was \$8,000. She reported that while she found more local options with less experience, their bids came in at \$14,000 and \$28,000.

Ms. Gambee concluded by saying that while this purchase is over \$5,000, it was already approved through the budget process. Her purpose in coming before the Board was to make sure they remain informed along with providing public information. She stated that there are over 500 books that are not only permanent records but historical items. She added that her office is developing a matrix to assist County departments in identifying permanent or long-term retention documents that might also be stored in the vault.

Chair Runyon asked if Ms. Gambee has talked with the Discovery Museum to store historical items in partnership. Ms. Gambee replied that she has not as we have the vault and she hopes to have the historical items on display there for public access.

Commissioner Hege asked if everything is indexed. Ms. Gambee responded that the basement records are indexed and her office is working to index the vault.

Agenda Item – Ordinance 17-001

Human Resources Manager Nichole Biechler explained that with the adoption of the revised employee policies and the employee handbook, the Personnel Ordinance needs to be repealed to eliminate any confusion or conflict between the old and new documents. She stated that an ordinance can only be repealed by ordinance; this is the second reading of the ordinance after which the Board can vote.

Chair Runyon read the title of the Ordinance into the record: Ordinance 17-001 in the matter of an ordinance repealing the Wasco County Personnel Ordinance 1985-0363 and all subsequent amendments.

{{{Commissioner Hege moved to approve Ordinance 17-001 repealing the Wasco County Personnel Ordinance 1985-0363 and all subsequent amendments. Vice-Chair Kramer seconded the motion which passed unanimously.}}}

Ms. White noted that the ordinance will not take effect for 90 days.

Ms. Biechler reported that there is a road crew position open; there are interviews today. She stated that there had been two positions – an offer has been made and accepted for the first position. She announced that a replacement for the HR Generalist position has been hired; he will start on the 14th. In addition, there is an entry level IT position open and testing is scheduled for six 911 candidates.

Agenda Item – 4H Immediate Opportunity MOU Addendum #1

4H State Co-county Leader Lynette Black stated that she is here along with North Wasco Park and Recreation Executive Director Scott Baker regarding the Immediate Opportunity Funds granted to 4H earlier this year for the purchase of a van. She reminded the Board that she had come to them a few months ago to explain that she would be unable to use the funds to purchase a van as OSU does not want to carry the responsibility for maintenance and insurance. She stated that Mr. Baker, having heard about the dilemma, had approached her with the idea of sharing a van to transport kids; there is now an agreement between NWPRD and OSU 4H that outlines how they will cooperate for the purchase and use of a van. All that is left is to obtain approval from the County and City of The Dalles to modify the use of the funds.

Mr. Baker stated that it is a good way to work together for the good of the community. He said that taking on the maintenance and insurance for the van does not really increase NWPRD costs and will benefit both organizations.

Commissioner Hege stated that this is a fantastic way to solve the problem and is just what he was hoping would happen. He said that he fully supports the addendum.

Vice-Chair Kramer agreed saying that it is a wonderful idea; the more shared

services and partnerships among public agencies, the better it is for citizens.

{{{Commissioner Hege moved to approve Addendum #1 to the MOU between 4H and Extension Service District, Wasco County and the City of The Dalles. Chair Runyon seconded the motion which passed unanimously.}}}

Consent Agenda – 7.13.2017 Work Session, 7.19.2017 Work Session
Minutes

Vice-Chair Kramer noted an error on page 10 of the 7.19.2017 minutes – the Human Resources Manager’s name is misspelled.

{{{Commissioner Hege moved to approve the Consent Agenda with the spelling correction as noted. Chair Runyon seconded the motion which passed unanimously.}}}

Agenda Item – Child Advocacy Grant Agreement

Mr. Stone stated that this is the CAMI Grant which has paid for a significant amount towards Senior Deputy District Attorney Leslie Wolf and Victim Assistance Coordinator Judy Urness’ time, training, supplies and overhead. He said that the contract is with the Columbia Gorge Child Advocacy Center (CGCAC) to do screenings; they contract with a physician for the medical screenings. He said that we see a number of children through the course of the year. He stated that the challenge is that this is not necessarily within the approach we normally use for grants; if grants go away, then the service goes away. He added that these contracted services will not be reducing staff hours; unfortunately, that was not clearly articulated through the budget process and has come to light over the last few days. He stated that we have to do the screening and prosecute the crime. The screenings cost an average of between \$2,200 and \$2,700 a piece; through the contract, if we refer the maximum number of children, it will cost approximately \$620 per child. He pointed out that the shift in the use of the grant funds is essentially a reduction in State funding for staff time. He said that he has challenged the D.A.’s office to find alternate revenue sources to cover the impact of the reduction. This one-year contract gives them some time to do that work.

Ms. Wolf handed out documents (attached) to the Board. She explained that this is a biennial grant that has been awarded to District Attorney’s Offices for many years. She said that in January of 2016, the State notified her that there would be

a new focus for the grant funding which would be to apply it to the CAC. Traditionally the funds have gone to salary, supplies, equipment, etc. She stated that they have been trying to get kids into the CAC for years; the only local CAC is in Hood River. She said that any grant funding that is leftover must be spent. While many counties used their carryover toward a CAC, Wasco County used it for training; as a result, CGCAC would not accept kids from Wasco County. She reported that they also reached out to Cares Northwest who responded in a similar way.

Ms. Wolf explained that when they take a child who has been the victim of a sexual assault to the ER, the local medical community will not see the child. This forces them to take the child to Portland where they can find more experienced medical staff. This arrangement is not good for the child, their family or the County. When we learned of the change in the focus of the funding, CGCAC opened their doors to us and we started working with them to negotiate an agreement. This gives them sustainable funding from all the regional counties. She reported that Wasco County averages about 119 kids per year but capped it at 50 to address victims covered under Karly's Law.

Ms. Wolf went on to say that Sheriff's Department Office Manager Brenda Borders has been trained as a forensic interviewer to help with local cases and acts as an in-kind contribution for the agreement. She said that the CGCAC is looking for board members and will be working with member counties for funding. She described the CGCAC as a fantastic facility with a child appropriate room, a medical exam room and cameras to record interviews. She stated that it is a medical based center which is preferred. They train the medical providers, educate staff, provide infrastructure, hold evidence and pay for expert witnesses. Ms. Wolf added that Hood River County makes it a mandatory part of sentencing that restitution be given to CGCAC; we will do that as well. She reported that we have already sent four children to the Center. She said that this will benefit the children's well-being and the family's safety. She stated that this is new to us and we will participate on the Board and hope to do a big campaign to inform the public as well as do some fund-raising.

Detective Sergeant Scott Williams stated that there is no difference in trauma for these kids than if they were in a major traffic accident; if they came in with a broken arm, local health care providers would treat it, but they will not treat for sexual assault – they do not have the training. He stated that if they were to perform the examination and miss something, it could derail prosecution. The

CAC will get the kids into a trauma informed setting where everything is done at one location; the doctor hears the interview and that helps inform the medical examination. He stated that an ER is not a safe place to take a child – there is just more trauma for them there. He said that while DHS does interview children they only do so in cases of familial abuse. In addition, if DHS or Law Enforcement conduct the interview, it can look biased to a jury. A non-biased interviewer supports a better prosecution. Sgt. Williams reported that he recently worked with a 14-year old rape victim who had to be transported to Portland; she had to wait six hours before she got there – by then, she had had enough and refused treatment.

Chair Runyon asked how long have they known about the change in focus for the funding. Ms. Wolf replied that they were advised in January of 2016 about the priority for the 2017 grant; we had to submit in April and were told to use the same figures as we did for the 2015 cycle. Finance Director Mike Middleton said that the connection had not been made clear through the budget process.

Mr. Stone said that he did not know about it until he saw the contract and started asking questions. He noted that the agreement says that DHS is able to refer kids and we will pay; he said that the State needs to be responsible for their own costs. He said that the answer seems to be that they are part of the Multi-disciplinary Team. Sgt. Williams said that the handout explains about the MDT. Mr. Stone added that when the provider sees the child, they can bill insurance which probably makes up the difference between the base amount of \$620 and the full cost of the process.

Mr. Stone asked why we are not getting billed by the case. Ms. Wolf replied that it was not negotiated by the case but as a flat rate.

Commissioner Hege pointed out that recently the County funded the purchase and installation of camera and recording equipment at DHS. Ms. Wolf responded that that was through a victims grant and replaced obsolete equipment for neglect cases. The equipment will still be used for that purpose.

Commissioner Hege noted that we see an average of 119 children but the agreement only covers 50. Ms. Wolf explained that the 119 is all cases of abuse and neglect, not just sexual assault. Sgt. Williams added that not all of the cases rise to a level that would need to be seen at CGCAC. Commissioner Hege asked what will happen if we exceed 50. Ms. Wolf said they are working to figure that out.

Commissioner Hege asked how much the grant was before. Ms. Wolf replied that it was \$100,000 in the 2015-2017 biennium; about \$30,000 went toward salaries. This biennium the total is about \$86,700 - \$5,600 is allocated to salary, \$10,000 for training, \$1,000 for supplies, and 5% for administrative costs.

County Counsel Kristen Campbell pointed out that the agreement does not reference funding from the CAMI grant. She suggested that language be added to recognize the funding source and a provision that if the funding goes away, it alters our commitment.

Mr. Stone asked why this is a one-year agreement for a two-year grant. Ms. Wolf said that this being the first time they have worked with the CGCAC, they wanted to be able to check in after the first year. Mr. Stone said that he just does not want to see costs rise after the first year. Ms. Wolf replied that they can only get what we get through the grant and we may not know the final amount until November.

Vice-Chair Kramer said that the passion for children's issues shines through even over the phone. He said that he would like to have someone send him the CAC board make-up as well as that of the MDT. He asked to confirm that where the agreement states Wasco County will broaden fund raising efforts it is referring to the District Attorney and Sheriff's Offices. Ms. Wolf confirmed his statement and added that with multiple counties involved, there are more opportunities for grant funding. Commissioner Kramer said that he believes this is doable.

Chair Runyon asked that the lists be provided through Ms. White for distribution to the entire Board.

Commissioner Hege stated that this is important and challenging and it is clear that a lot of effort has been put into it. He asked if Hood River is a good location. Sgt. Williams replied that it is pretty centrally located and much better than having a traumatized child sit for hours in an ER waiting room. Ms. Wolf added that she and Sgt. Williams have worked for 2 years with Mid-Columbia Medical Center, One Community Health, DHS and Oregon State Police to try to get training for staff to open our own center here and have been unsuccessful. Having it as close as Hood River is great.

{{{Commissioner Hege moved to approve the Columbia Gorge Children's Advocacy Center Wasco County District Attorney on Behalf of the Wasco

County Child Abuse Multi-Disciplinary Team Agreement with the changes noted by County Counsel. Vice-Chair Kramer seconded the motion which passed unanimously.}}

Public Comment

Wayne Lease, a resident of Washington State, indicated that he believed he had been told he would not be allowed to speak at a recent session. This was a meeting where his written questions would be answered. He stated that he declined to appear under those circumstances. He said that it has been pointed out to him that his beef is with MCCOG; he said that they have already told him that they are tired of hearing from him. He asked how long they think an entity can ignore the law. He said that he will never support anyone who has been involved in Building Codes because of the abuse he has seen. He stated that GASB says that the loan cannot be made for over 10 years but the Building Codes loan to MCCOG is for 26 years – that is illegal.

Chair Runyon stated that Mr. Lease's questions have all been answered. He pointed out that the State has reviewed the circumstances at MCCOG and cleared them. He said that if there are other questions, they will be addressed. He suggested that Mr. Lease set up times to speak with individuals – Ms. White can facilitate that.

Chair Runyon adjourned the session at 10:45 a.m.

Summary of Actions

Motions Passed

- **To approve the Memorandum of Understanding between the Wasco County 911 Center and the Hood River 911 Center for mutual assistance.**
- **To approve the revised Wasco County Records Request Policy.**
- **To approve Ordinance 17-001 repealing the Wasco County Personnel Ordinance 1985-0363 and all subsequent amendments.**
- **Moved to approve Addendum #1 to the MOU between 4H and Extension Service District, Wasco County and the City of The Dalles.**
- **To approve the Consent Agenda with the spelling correction as noted.**

- **To approve the Columbia Gorge Children's Advocacy Center Wasco County District Attorney on Behalf of the Wasco County Child Abuse Multi-Disciplinary Team Agreement with the changes noted by County Counsel.**

Wasco County
Board of Commissioners



Rod L. Runyon, Board Chair



Steven D. Kramer, Vice Chair



Scott C. Hege, County Commissioner

**WASCO COUNTY BOARD OF COMMISSIONERS
REGULAR SESSION
AUGUST 2, 2017**

DISCUSSION LIST

ACTION AND DISCUSSION ITEMS:

1. [911 MOU](#) – Lane Magill
2. [Revised Records Request Policy](#) – Kathy White

Discussion Item
911 MOU

- [Cooperative Agreement between Wasco County and Hood River County for the Provision of 911 Services](#)

MEMORANDUM OF UNDERSTANDING

Wasco County 911 Center and Hood River 911 Center

WHEREAS, the citizens of both Wasco and Hood River Counties would be best served by a Memorandum of Understanding between Wasco County 911 and Hood River County 911; and

WHEREAS, it is agreed to join in a Memorandum of Understanding which includes the joint use of 911 personnel, communications systems, facilities and equipment within the laws governing each agency and to provide assistance as requested when an emergency or disaster condition exists; and

WHEREAS, it is mutually understood that such assistance would be for response and recovery from such an emergency or disaster condition and that said recovery and response would be to the benefit of either County; and

WHEREAS, it is mutually agreed that each 911 Center Program shall primarily support its own jurisdiction but will provide assistance to the other jurisdiction when practicable when such request is made either verbally or in writing.

THEREFORE, it is hereby agreed that when an emergency or disaster condition exists in either County the requested County shall to the extent practicable make its 911 Center personnel, communications systems, facilities and equipment available to aid the requesting County until such emergency or disaster condition ceases to exist or upon cancellation of

the request for aid by the requesting County either verbally or in writing. In such an event each party will provide the appropriate insurances for its own personnel and equipment.

The Memorandum of Understanding is entered into between the Wasco County Board of Commissioners and the Hood River County Board of Commissioners pursuant to ORS 190.010. This Memorandum of Understanding shall be in effect on September 1, 2017 and remain in effect until August 31, 2022, at which time it shall be reviewed and reconsidered by both governing bodies, or until either party to this Memorandum of Understanding notifies the other, in writing that the Memorandum of Understanding is being terminated.

Dated this 2nd day of August, 2017

WASCO COUNTY, OREGON

HOOD RIVER COUNTY, OREGON

Rod L. Runyon, Commission Chair

Ron Rivers, Commission Chair

Steven D. Kramer, Vice Chair

Karen Joplin, County Commissioner

Scott C. Hege, County Commissioner

Richard McBride, County Commissioner

Lane Magill, Wasco County Sheriff

Bob Benton, County Commissioner

APPROVED AS TO FORM:

Less Perkins, County Commissioner

Kristen Campbell
Wasco County Counsel

Matthew English, Hood River County Sheriff

Discussion Item
Revised Records Request Policy

- [Staff Memo](#)
- [Updated Wasco County Records Request Policy](#)

MEMORANDUM

TO: BOARD OF COUNTY COMMISSIONERS
FROM: KATHY WHITE
SUBJECT: RECORDS REQUEST POLICY
DATE: 7/27/2017

BACKGROUND INFORMATION

Adopted in June of 2015, the Records Request Policy contained web links and individual department contacts. Since that time, Wasco County has launched a new website, invalidating links. In addition, some of the contacts listed were for people who have retired rendering the information obsolete. The policy has been updated to include the correct web links. In addition, all individual contacts have been replaced by position-only contact information for each of the departments. These revisions are intended to not only provide current information but to prevent the need for future modifications every time there is a staffing change.

Wasco County
Public Records Request
Policy and Procedure

I. Summary and Purpose

Oregon Public Records Law (ORS 192.410-192.505) grants the public the right to inspect and copy most public records maintained by Wasco County. The law gives the County the option of not disclosing certain documents. Additionally, Federal and State laws require that certain records be kept confidential. This policy establishes an orderly and consistent process for responding to public records requests and calculating the fees for responding to requests for public records.

II. Policy

It is the policy of the County to ensure that all requests for public records are handled consistent with applicable public records laws. This policy shall be implemented in a manner that minimizes the impact on County workload and resources.

III. Scope

This policy applies to all County employees except for the Sheriff's Department for all records and the office of the District Attorney as related potential, pending or closed investigations. This policy will be administered by the County Administrative Officer's Office.

IV. Procedure.

A. General approach:

Public records, except those confidential or that the County chooses to exempt from disclosure, shall be made available on request for inspection or copying, without unreasonable delay. Requestors should be encouraged, but not required, to use the County Public Records Request Form (Exhibit "A"). Unless taken care of immediately, the request shall be acknowledged by sending the Requestor a completed Public Records Request Acknowledgement Form. (Exhibit "B"). Each department shall appoint one or more Public Records Officers (Exhibit "C") who shall be responsible for coordinating and assisting staff implementation of this policy.

B. Processing the request:

Absent unusual circumstances, the request shall be processed as follows:

1. Initial Assessment. The staff person receiving or processing the request shall learn as much as necessary about what records are being requested. Simple, routine requests for readily available documents may be handled immediately. In some cases, the requestor

may be referred to the County website or other places where records are readily available. Requests from journalist or media representatives shall be handled by a person authorized to speak with the media.

2. Records Review. Except for routine requests that have been addressed immediately, the Public Records Officer shall make a preliminary determination as to whether the records exist, and whether all or a portion of the contents may be subject to exemption or are confidential. This shall include contacting other departments that may have relevant records. The Public Records Officer shall contact County Counsel before responding if the records relate to pending claims or litigation, or the Officer wants to treat them as confidential or exempt from disclosure. Public Records Officers shall also estimate the cost in staff time and any other expenses required to locate the documents, perform redactions, ensure security during inspection, and otherwise respond to the request. These estimates shall be based upon the applicable rates found in the most current Wasco County Fee Schedule.

3. Response. The Public Records Officer shall communicate the results of the preliminary records review to the requestor, using the Public Records Acknowledgement form. Absent unusual circumstances, no further work should be performed until the requestor responds and pays the appropriate fee or deposit. The fees listed in Exhibit "D" apply to requests not governed by a specific departmental fee or otherwise provided for by law. The requestor may decide to inspect original files or records rather than obtain copies. Reasonable steps must be taken to ensure that the records are protected from being altered, taken or destroyed.

V. Miscellaneous

A. Disclosure format:

Reasonable requests for a particular format or type of copy should be granted, such as providing a CD-ROM of electronic documents rather than a hard copy. Reasonable steps must be taken to accommodate persons with disabilities and no fee may be charged for such an accommodation.

B. Waiver or Reduction of Fees:

The County may furnish copies without charge or at a reduced fee if the Administrative Officer or County Board of Commissioners determines that making the record available primarily benefits the general public. The law prohibits waiving fees if the records were created through use of certain constitutionally dedicated funds, such as fuel taxes or motor vehicle fees, unless the cost of charging the fee would exceed the cost of providing the record.

C. Destruction of Records:

No employee shall alter or destroy a record that the employee reasonably thinks is subject to a current or reasonably anticipated public records request or is relevant to current or reasonably anticipated litigation. This includes records otherwise eligible for destruction.

D. Special Circumstances:

The Public Records Officer or County Counsel shall be consulted whenever the request raises unusual or special concerns. Examples may include: copyrighted materials, records relating to current tort claims or litigation, records held by county contractors and requests made directly to elected officials.

E. Resources:

Wasco County Fee Schedule:

http://www.co.wasco.or.us/Ordinances/Fee%20Schedules/Ordinance16-002FeeSchedule-8-31-16_000.pdf

Attorney General's Public Records and Meetings Manual (January 2014):

http://www.doj.state.or.us/pdf/public_records_and_meetings_manual.pdf

*Approved by the Wasco County Board of Commissioners
August 2, 2017*

Rod L. Runyon, Chair

Steven D. Kramer, Vice-Chair

Scott C. Hege, County Commissioner



Exhibit A

Public Records Request

Please submit this form to: Wasco County Administrative Office
511 Washington Street, Suite 101
The Dalles, OR 97058

Unless the records are immediately available, a form will be sent to you indicating what records are available. Pursuant to ORS 192.440, a public body may charge reasonable fees to make records available as well as reproduction charges, if applicable. You will be provided a written estimate if the cost may exceed \$25.00.

All fees or deposits must be paid prior to accessing the records.

Name: _____ Phone: _____

Address: _____

City, State, Zip Code: _____

Email: _____

NOTE: State and federal law prohibits disclosure of certain records and permits certain public records to be withheld from disclosure.

Records Requested: *Describe the records as specifically as possible, including relevant dates, subject matter and type of record.*

Wasco County's Public Records Policy, including the fee schedule, is available at:

Persons with disabilities may be entitled to have records transferred to an accessible format at no extra charge.



Exhibit B

Public Records Request Acknowledgment

To: _____

This responds to your recent request for public records.

- The County is uncertain about what records you are requesting, please contact the person identified below so the necessary information may be obtained to process your request.
- The County is uncertain whether it has the requested records. We will continue to search and respond appropriately as soon as practicable.
- The County does not have the records or is not the custodian of the records.
- The County is asserting an exemption from disclosure pursuant to Oregon law for all or some of the records. See attached explanation.
- The records are available for pick up or inspection. Please call to schedule a time or make other arrangements. Unless a fee waiver has been granted:
- You must first pay all applicable copying and other charges, which are estimated at less than \$25.00.
- You must first pay a deposit of \$ _____ which is the estimated cost of preparing the records. If the actual cost is less, you will receive a refund. If the actual cost is more, you must pay the full amount due prior to accessing the documents.
- The following state or federal law prohibits the County from acknowledging whether the requested records exist, or acknowledging the existence of the records would result in the loss of federal benefits or imposition of some other sanction:

Note the following: _____

- The Wasco County Public Records Policy and fee schedule is available at co.wasco.or.us
[Public Records Policy and Request Procedure](#)
[Fee Schedule](#)

Please contact the person identified below if you have any questions regarding your request.

Name: _____ Phone: _____

Public Records Request Acknowledgment - Exhibit B - Page 2 - Denial

- Your request is denied in its entirety.
- Your request is denied in part. Please call to schedule a time to pick up or inspect the records.
Unless a fee waiver has been granted:
 - You must first pay all applicable copying and other charges, which are estimated to be less than \$25.00.
 - You must first pay a deposit of \$_____, which is the estimated cost of preparing the records. If the actual cost is less, you will receive a refund. IF the actual cost is more, you must pay the full amount due prior to accessing the documents
- Your request is denied in its entirety or in part based on the following exemption from disclosure provided for by Oregon law. The County reserves the right to assert other applicable basis for non-disclosure at any time.

This denial is based on the information available to the County at this time. You are encouraged to contact the person listed below if you think that this denial is in error or have any questions.

Name: _____ Phone: _____



Exhibit C

WASCO COUNTY PUBLIC RECORDS OFFICERS

Public record requests may be sent to the following Wasco County officials. Many public records are available on the Wasco County Web site at the links provided below:

Department of Assessment and Taxation

- Wasco County Assessor/Tax Collector
511 Washington Street, Suite 208
The Dalles, OR 97058
- Web address: http://www.co.wasco.or.us/departments/assessment_and_taxation/index.php

Board of Commissioners/County Administrative Office

- Wasco County Administrative Officer
511 Washington Street, Suite 101
The Dalles, OR 97058
- Web address:
http://www.co.wasco.or.us/departments/board_of_county_commissioners/index.php
- Web address: http://www.co.wasco.or.us/departments/administrative_services/index.php

Department of Community Corrections

- Community Corrections Manager
421 E. 7th Street, Annex B
The Dalles, OR 97058
- Web address: http://www.co.wasco.or.us/departments/community_corrections/index.php

District Attorney's Office

- Wasco County District Attorney
511 Washington Street, Suite 304
The Dalles, OR 97058
- Web address: http://www.co.wasco.or.us/departments/district_attorney/index.php

Department of Planning

- Wasco County Planning Director
2705 E. 2nd Street
The Dalles, OR 97058
- Web address: <http://www.co.wasco.or.us/departments/planning/index.php>

Department of Public Works

- Wasco County Public Works Director
2705 E. 2nd Street
The Dalles, OR 97058
- Web address: http://www.co.wasco.or.us/departments/public_works/index.php

Department of Youth Services

- Wasco County Youth Services Director
202 E. 5th Street
The Dalles, OR 97058
- Web address: http://www.co.wasco.or.us/departments/youth_services/index.php

County Clerk's Office

- Wasco County Clerk
511 Washington Street, Suite 201
The Dalles, OR 97058
- Web address: <http://www.co.wasco.or.us/departments/clerk/index.php>

Sheriff's Department

- Wasco County Sheriff
511 Washington Street, Suite 102
The Dalles, OR 97058
- Web address: <http://www.co.wasco.or.us/departments/sheriff/index.php>



Exhibit D

PUBLIC RECORD FEES

These fees are for general requests not covered by specific departmental fees or otherwise specified by law. See the County Fee schedule for a complete listing:

http://www.co.wasco.or.us/departments/board_of_county_commissioners/policies_and_ordinances.php

For large requests, the County reserves the right to obtain an estimate from a commercial information management firm and charge the County's cost.

Photocopies	\$0.25 per page for 8.5"x11" or 8.5"x14" \$1.00 per page 11"x17" or larger
Electronic Copies	\$0.25 per page
Media Discs	\$15.00 per disc
Records Search/Segregation	\$40.00 per hour/one-hour minimum
Legal Review/Redaction/Segregation	
Attorney	Current hourly rate charged to County
Paralegal	Current hourly rate charged to County

Fees must be paid in advance.

A deposit is required if the final cost is uncertain. Any excess will be refunded.

You are entitled to a no-charge estimate if the cost is anticipated to exceed \$25.00.

Fee reduction or waiver:

Requests for fee waivers or reductions must be made in writing.

In most cases, state law permits the county to reduce or waive the fee only if the cost of charging the fee exceeds the fee or if the reduction or waiver is in the public interest because making the record available primarily benefits the general public. State law prohibits waiving or reducing the fee for documents paid for by certain constitutionally or statutorily dedicated funds.

Fee reduction or waiver decisions are at the sole discretion of the Board of County Commissioners or their designee.

PERSONS WITH DISABILITIES MAY BE ENTITLED TO HAVE RECORDS TRANSFERRED TO AN ACCESSIBLE FORMAT AT NO EXTRA CHARGE.

These fees are subject to change without notice.

**WASCO COUNTY BOARD OF COMMISSIONERS
REGULAR SESSION
AUGUST 2, 2017**

CONSENT AGENDA

1. [Minutes](#)
 - a. [7.13.2017 Work Session](#)
 - b. [7.19.2017 Regular Session](#)



**WASCO COUNTY BOARD OF COMMISSIONERS
WORK SESSION
JULY 13, 2017**

PRESENT: Scott Hege, County Commissioner
Steve Kramer, County Commissioner
Rod Runyon, Commission Chair

STAFF: Tyler Stone, Administrative Officer
Kathy White, Executive Assistant

At 11:40 a.m. Chair Runyon opened a Work Session for the Board of Commissioners.

Discussion – Deschutes Rim Clinic Request

It was noted that the Deschutes Rim Health Clinic recently contacted the Board asking for representation on their Capital Campaign Committee. The Commissioners shared an opinion that it is a private enterprise; having County representation on their Capital Campaign Committee would not set a good precedent. However, each Commissioner is free to participate as a private citizen rather than a representative of the County.

Discussion – Community Calendar

Chair Runyon noted that an internal community calendar created to encourage Department Directors to participate in more community meetings, appears to be cluttered by the addition of daily radio broadcasts; the sheer number of postings to denote the broadcasts, makes it more difficult to see other community activities. He suggested that only those broadcasts already scheduled for County participation be added to the Calendar. Mr. Stone proposed that the daily event be kept as an all-day, top-bar item while the

scheduled County participation broadcasts remain in the body of the calendar.

Discussion – Boater Passes for Lower Deschutes

Discussion ensued regarding the decline in sales of boater passes for the Lower Deschutes River. BLM is currently using recreation.gov for on-line sales. The free portal is not as user friendly as it might be, but no one has funding to support an alternative site.

Discussion – AOC Reorganization

It was noted that, due to budgetary considerations, two AOC staffers are being let go and another is retiring and will not be replaced. AOC is reorganizing committees to streamline work-efforts being managed by fewer staff. The practical logistical details of how that will work have not yet been fully determined. There will be more discussion regarding this reorganization at the upcoming AOC Legislative Conference.

Discussion – MCCOG Programs

Discussion ensued regarding a recent assessment report delivered to the MCCOG Board by Interim Executive Director David Meriwether. Vice-Chair Kramer reported that due to Mr. Meriwether's planned absence in July, the July MCCOG session was cancelled and the August session moved up to August 8th. He explained that he has asked MCCOG Board members to submit questions and comments regarding the report to the MCCOG secretary by the end of July; she will compile those items for Mr. Meriwether to review and respond to at the August 8th session. He stated that he has asked MCCOG Board members to be prepared to vote at that session on the recommendations outlined in Mr. Meriwether's assessment.

Further discussion ensued regarding the various programs housed at MCCOG and possible alternative parent agencies. However, the overall consensus was that those discussions are secondary to the question of MCCOG's viability as an efficient, cost-effective administrative organization that can provide the highest possible service quality at the lowest cost. Vice-Chair Kramer stated that he will be casting a vote at the August 8th meeting and wants to be able to represent the County's position in both the discussion and vote at the MCCOG meeting.

The overall unanimity of opinion was that it would be very difficult, time consuming and expensive to reorganize MCCOG's bureaucracy to adequately

meet the needs of the populations served by the various programs it administers. Therefore, the County could support a decision by the MCCOG Board to find other agencies where the individual programs could thrive and be improved; agencies whose overall focus would align with each program's stated purpose.

Discussion – Gorge Commission 2020 Plan Update

Chair Runyon complimented Mr. Stone, Wasco County Senior Planner Dustin Nilsen, Port of The Dalles Executive Director Andrea Klaas and Hood River County's Community Development Director John Roberts for the work they are doing to partner with the Gorge Commission on their 2020 Management Plan update. Mr. Stone explained that land use partners throughout the Gorge should have a voice in the plan as they are the ones who will be implementing the plan once completed. This collaborative effort is beginning to have some impact on the Gorge Commission's perspective. He stated that the goal is to streamline the process to make it easier for citizens to navigate. The Gorge Commission has asked for more specific input; Hood River County and Wasco County are going to work collaboratively on a "suggested rewrite" of the existing plan to provide more detail and a starting point for constructive dialogue.

Discussion – Urban Renewal

Chair Runyon stated that he has heard discussion that would indicate that one of The Dalles City Councilmembers is working to assist Sunshine Mills raise revenue and therefore should recuse themselves from any decisions made regarding Sunshine Mill's Urban Renewal loan. Vice-Chair Kramer, who sits on the Urban Renewal Committee, stated that there must be some confusion; Councilwoman Curtis and Councilman Elliot have been charged with negotiating a repayment plan with Sunshine Mill. He said that there is not conflict, Councilwoman Curtis and Councilman Elliot represent the Urban Renewal Agency.

Discussion – Plane Tree Acquisition

Mr. Stone stated that staff is currently looking at the space and how it might be used in both the short and long term. For the short term, the two plans being considered would be to move Information Systems and Facilities into part of the space and lease the remaining space or to move Information Systems, Facilities and the Commissioners to the space and use the remaining space for a training

WASCO COUNTY BOARD OF COMMISSIONERS
WORK SESSION
JULY 13, 2017
PAGE 4

area, conference room, or other County uses. He noted that a local realtor has advised that the space would be worth approximately \$1 per square foot as a rental. He reported that there has not been time to pull the Cross-functional Team together for a discussion.

Further discussion ensued regarding the length of time space would be leased and the impact of that arrangement should that scenario be followed. Chair Runyon voiced some concern about parking if any of the space is leased. Commissioner Hege expressed his confidence in staff's ability to determine the best course of action. Chair Runyon suggested that the team be brought together to make a recommendation.

Chair Runyon adjourned the session at 1:40 p.m.

Wasco County
Board of Commissioners

Rod L. Runyon, Board Chair

Steven D. Kramer, Vice-Chair

Scott C. Hege, County Commissioner



**WASCO COUNTY BOARD OF COMMISSIONERS
REGULAR SESSION
JULY 19, 2017**

PRESENT: Scott Hege, County Commissioner
Steve Kramer, County Commissioner
Rod Runyon, Commission Chair

STAFF: Kathy White, Executive Assistant

ABSENT: Tyler Stone, Administrative Officer

At 9:00 a.m. Chair Runyon opened the Regular Session of the Board of Commissioners with the Pledge of Allegiance.

Ms. White asked that Amendment 3 to the Mid-Columbia Center for Living CDBG Project agreement be added to the Discussion List. Commissioner Kramer added a discussion of the South Wasco Park and Recreation District's Oregon Marine Board grant application to the Discussion List. Chair Runyon removed the NORCOR Bond from the Discussion List.

Discussion List – Tooley Terrace Lien Satisfaction

Finance Manager Siri Olson explained that in 2003 liens were placed on properties in the Tooley Terrace neighborhood to assure payment for improvements. She reported that the Youngloves, one of four remaining homeowners with unpaid liens, have paid their lien in full; therefore, the request is to remove the lien from their property. Ms. Olson added that two of the three remaining homeowners' liens will likely be paid in full and come before the Board at the next session. She stated that the final lien has a small balance and should also be paid off in the near future.

{{(Vice-Chair Kramer moved to approve the Younglove Tooley Terrace Satisfaction of Lien. Commissioner Hege seconded the motion which passed unanimously.)}}

Discussion List – Budget Officer Appointment

((Vice Chair Kramer moved to approve Order 17-052 appointing Brian Tuck as 4H & Extension Service District Budget Officer. Commissioner Hege seconded the motion which passed unanimously.))}}

Discussion List – Position Letter

Chair Runyon asked if there are any suggested changes to the position letter. He noted that the Board is expressing their support for Commissioner Kramer as the appointed Wasco County representative on the Mid-Columbia Council of Governments' Board of Directors with guidance from MCCOG Interim Executive Director David Meriwether. He noted that many years ago when he was participating on the CAP Board, many of the community agencies that exist now had not yet been formed.

Commissioner Hege stated that because we cannot know what will happen at the next MCCOG Board meeting, the Wasco County Board of Commissioners wants to publicly express their support and confidence in Vice-Chair Kramer as the County representative.

Vice-Chair Kramer thanked his fellow Commissioners for their support and noted that the County's position on the future of the agencies currently housed at MCCOG is a decision for the entire Wasco County Board of Commissioners. He reported that the MCCOG Board will meet on the eighth of August to make a decision and then begin the work of how to move forward based on that decision.

Chair Runyon responded that, as is stated in the letter, the Wasco County Board of Commissioners want what is best for the agencies so that they can provide the highest level of service to the citizens in the most effective and efficient way possible.

*****The Board was in consensus to sign the position letter regarding the MCCOG administered agencies.*****

Discussion List – MCCFL Amendment 3

Ms. White explained that costs have increased for the Environmental Assessment and the Architects engaged to complete pre-construction work for the Mid-Columbia Center for Living Mental Health Clinic Construction Project which is in-part funded through a Community Development Block Grant. She stated that the project comes through the County as CDBG Grants can only be awarded to counties or municipalities.

Ms. White went on to say that a contract amendment (attached) has already been signed for the environmental engineers but the amendment for Scott Edwards Architects (attached) just came in this morning. She stated that the SEA amendment was written for \$500 more than what is in the budget amendment with the state. On such short notice and with Mr. Stone away for the week, we cannot determine if the additional \$500 is acceptable to all parties. Therefore, Ms. White asked the Board to approve the amendment (attached) for up to \$4,000 for the increase to the Architect line item. She noted that all the increases will be paid from matching funds.

Vice-Chair Kramer asked Commissioner Hege if this has been discussed at the MCCFL Board. Commissioner Hege responded that it has but not to this level of detail. He said that he is aware that challenges with the environmental assessment have increased costs and slowed the project. He noted that the matching funds are covered by MCCFL, not County funds. He added that he is concerned that the delays are going to increase the cost of the project as the construction market is very tight right now; it could cause the project costs to inflate beyond the budget for the project.

{{{Commissioner Hege moved to approve the third budget amendment to the agreement between the State of Oregon and Wasco County for Project 15007 increasing the Architect line item by up to \$4,000 and the Environmental line item by \$7,500. Vice-Chair Kramer seconded the motion which passed unanimously.}}}

Department Reports – Sheriff's Office

Wasco County Sheriff Lane Magill reported that last Friday there were three videographers associated with Cop Block in the Courthouse. (Cop Block is a decentralized police accountability project formerly working to make police accountable for their actions. The organization's members and volunteers attempt to draw attention to alleged or evident police abuses that happen across

the United States, and work to film police to force transparency and accountability within their ranks as well. However, believing that accountability will never end police brutality, the group has now shifted its focus to anarchism and the complete abolishment of all law enforcement and the government.) He stated that the group generally operates on the more populous west side of the state; they were on the east side gathering information. He noted that the more rural parts of the state have a different more relaxed process than the metropolitan areas; we have more individual contacts. He added that he had a good conversation with them; it was videotaped and posted online. They also visited The Dalles Police and law enforcement agencies in Deschutes County and Madras.

Sheriff Magill continued by saying that one of the videographers went to the Assessor's Office and alarmed them enough that they pressed the panic button. He reported that he has distributed photos of six individuals associated with Cop Block to all County staff for awareness. He said that one of the six is considered aggressive and violent. He stated that his concern is that they may try to use another County department to escalate a situation with the Sheriff's Department.

Sheriff Magill pointed out that the group is focused on law enforcement; there have been incidents of members following officers to their homes. He said that they have a right to be in public areas and video but cannot do so past the lobby at NORCOR or behind the Sheriff's office doors. He assured the Board that were the situation to escalate, his officers will be prepared to respond.

Chair Runyon commented that this is a good reminder to directors and managers to review safety procedures with staff.

Discussion List – SWPRD Marine Board Grant Application

Vice-Chair Kramer explained that the South Wasco Park and Recreation District submitted an application to the Oregon Marine Board for replacement of a boat ramp at the Pine Hollow Reservoir. He reported that through that process, their application was deferred to October for a final decision. He said that the OMB is wanting the County to co-sign on the agreement. Wasco County Clerk Lisa Gambee, County liaison to the SWPRD, has communicated that the SWPRD Board has requested an official County position on the OMB condition for a co-signer.

Ms. Gambee stated that OMB wants a co-signer because SWPRD is new and has

no source of income and no assets; in case of default, they want somewhere to go to recover funds. She stated that not only is the OMB grant at risk, but the nearly \$100,000 pledged by ODFW is contingent on the OMB grant award. Statute requires a way to recover funds in case of default; to move forward they will need a co-signer.

Ms. Gambée went on to say that this is the exact position the County did not want to find themselves in; the SWPRD was formed in part to keep the County out of the park and recreation business. In essence, co-signing would obligate the County for 20 years. She said that the SWPRD wants to know definitively where the County stands so they can determine how to move forward.

SWPRD President Frank Veenker said that it is disappointing and the SWPRD Board feels duped – the County wanted out of the responsibility and the SWPRD did that and now here we are. He said that if they cannot get funding through the Marine Board, it will be very difficult to move the project forward.

Chair Runyon noted that the County does not own the land. He said that we have been at this for a while. He reported that the day of the OMB hearing, County Administrator Tyler Stone had mentioned some ideas for moving forward. Chair Runyon said that he would like to wait for Mr. Stone's return to hear about those ideas and thoughts. He said that he does not necessarily oppose co-signing, but it is not County property. He observed that the OMB seemed to not apply all the rules evenly to all applicants.

Commissioner Hege said that he thought he heard something about the OMB being more willing to award the grant after the SWPRD had established a track record of success for a period of three years. Ms. Gambée replied that it would help but it doesn't change the fact that they have no office, no staff and no source of revenue. In addition, because of an agreement with Badger Irrigation District, if there the ramp is not completed by early 2019, the ramps will have to be removed by November of that year. She reported that the SWPRD Board had a discussion around other options but this is the best long-term solution.

Commissioner Hege said that it seems as though the concern is that after a number of years, interest will wane; in the beginning, everyone will be excited about caring for the new facility, but over time that enthusiasm will diminish. He asked if it might be possible to remove the County as co-signer after the first five years, once the SWPRD has demonstrated their commitment. He said it is not efficient for the County to task our facilities staff to care for the facility.

Mr. Veenker agreed that it is a difficult position. He said that the OMB has tabled the application until October 5th. He stated that the SWPRD is going to go to ODFW to see if they will grant funds for a repair of the existing ramp rather than the full replacement of the ramp.

Chair Runyon said that there was also some discussion with ODFW to do the project in phases; perhaps if we can get the OMB plans, a new ODFW application can be submitted. He said that in the most simplistic terms, if there is a default in 15 years, OMB is not going to take the ramp back. He restated that he wants to hear from Mr. Stone.

Mr. Veenker suggested asking the ODFW to be the co-signer for the OMB grant.

Commissioner Hege stated that he finds it acceptable to move the discussion forward to August. He asked if OMB would be willing to share their plans. Ms. Gambee replied that she asked that question a year ago and got the impression that they are willing to release the design but will not sign-off on it. Commissioner Hege observed that those plans would provide a good foundation for another firm, reducing the cost of design.

Vice-Chair Kramer noted that he has invested a lot of time in this process and the group has done a lot of work. He said that this is definitely a setback, but we need to move forward. He said he would like to have a work session to determine the next step.

Mr. Veenker noted that they will need to know at least ten days prior to the OMB hearing.

Vice-Chair Kramer continued by saying that he wants to move this forward but does not want to saddle a future Board with the same problem inherited by this Board. Chair Runyon agreed and repeated that he would like to hear from Mr. Stone.

Ms. Gambee observed that the SWPRD Board has other ideas within the group; they recognize that it is hard to work within the OMB structure.

Agenda Item – Ordinance to Repeal Personnel Ordinance

Human Resources Manager Nichole Biechman pointed out that with the adoption of the Wasco County Employee Handbook and the supporting policies, the Personnel Ordinance is obsolete and will need to be repealed to eliminate any

confusion or conflict between the documents. She noted that today will be the first reading of the ordinance with a second reading and vote to take place at the August 2nd session.

Commissioner Hege read the title of the Ordinance into the record: Ordinance 17-001 in the matter of an ordinance repealing the Wasco County Personnel Ordinance 1985-0363 and all subsequent amendments.

Agenda Item – Tygh Valley Water District Appointment

Ms. Gambee introduced Dan Jaffe, one of two applicants for a position on the Tygh Valley Water District Board. Mr. Jaffe stated that he has been a resident in Tygh Valley for 10 years and retired a little more than a year ago. He said that he loves the community and the effective water system; he wants to support that. Ms. Gambee added that Mr. Jaffe had been one of the write-in candidates for the Tygh Valley Fire District and recently won the coin toss for that position.

Ms. Gambee went on to review her memo (included in the packet), explaining that there are three vacant positions on the Tygh Valley Water Board; a County appointment to fill one vacancy will create a quorum on the Water Board which will enable them to appoint two others to fill the remaining vacancies. She reported that the other applicant, Sam Cobb, had held a seat on the Board but had misunderstood the write-in process. Thinking that accepting a write-in position would unseat one of the other members, he declined his write-in seat. She stated that the appointment was posted in The Dalles Chronicle and the Wampin Rock as well as being physically posted at the Tygh Valley Post Office and area businesses. She commented that her hope is that the Water Board will appoint whichever applicant is not appointed by the County.

Commissioner Hege asked why the County Board of Commissioners cannot appoint both applicants since there are three vacancies. Ms. Gambee replied that it is a gray area and an unusual circumstance. She said that the County Board of Commissioners needs to fill the Water Board to the quorum level and the Water Board can then fill the remaining vacancies.

Mr. Jaffe stated that he has spoken the Mr. Cobb's wife who told him that Mr. Cobb wants to serve, he just misunderstood the process. He said that however the Board of Commissioners proceeds, neither applicant will be upset.

Vice-Chair Kramer said it is difficult but the goal is to have the Board filled so the District can move forward in providing water to residents and submitting the

necessary reports to the State.

{{{Vice-Chair Kramer moved to approve Order 17-053 appointing Dan Jaffe to the Tygh Valley Water District Board of Directors. Commissioner Hege seconded the motion.}}

Discussion

Commissioner Hege said he wants to strongly encourage the District Board to appoint Mr. Cobb to one of the two remaining positions. Ms. Gambee replied that they are working on that. She added that there is another willing volunteer who was not able to get her application into the County Board in time; she is still interested in serving as well. She stated that she will be attending the next couple of Tygh Valley Water District Board meetings; the District Board has not been filing the necessary audits and she will be helping them with that. She said that they can make the appointments at their next meeting.

Commissioner Hege said that it is exciting to have people willing to serve their community; it is an important component for the community.

The motion passed unanimously.}}

Chair Runyon said that the Board appreciates Mr. Cobb's interest and hopes he will be appointed to one of the remaining vacant positions.

Department Reports – 911 Phone Service Provider

Sheriff Magill reported that there was another 911 outage on Monday, July 17th; he stated that the incident will be added to the letter (included in the packet). He said that he will be sending the letter in any case but wanted to ask if the Board would like to add their signatures to the letter.

*****The Board was in consensus to add their signatures to the letter regarding Century Link 911 outages.*****

Sheriff Magill stated that he has a contact at the State for Century Link and will be contacting them before the end of the day to let them know it is coming.

Dispatch Operations Manager Joe Davitt explained that he gets a prerecorded notification from Century Link when there is an outage. He said that his directive from the State is to call the local center and then Oregon Emergency

Management to report the outage. He said that the recent one lasted 16 minutes and they have not yet provided him with the cause for the outage; it is usually equipment failure.

Commissioner Hege asked if this is typical. Mr. Davitt replied that it is not; when there is a power outage, there is backup for 911 but that is not true of the Century Link service; something needs to be done.

Commissioner Hege asked what the regulations are for Century Link in providing this service. Sheriff Magill responded that it is not been made clear to him. He said that they have had some bad experiences with Century Link services over the last couple of months; the letter is intended as a catalyst for discussions that will lead to a solution.

Commissioner Hege asked if there are options to move to another service provider. Sheriff Magill replied that it is somewhat political; Century Link is the approved provider for the services.

Chair Runyon asked if Century Link has responded to inquiries. Mr. Davitt answered saying that they are slow to respond; he sent them an email yesterday and has not yet received a reply. Sheriff Magill added that it took them nearly a month to respond regarding the January incident. Mr. Davitt noted that during the October outage, when so many counties were affected, he called our communications center and the call was routed through several counties all the way to Clark County, Washington.

Commissioner Hege asked that the Board be kept updated on progress with the 911 issue, saying that it is an unacceptable circumstance for a critical service.

Department Reports – Emergency Management

Sheriff Magill reported that the final internal meeting in preparation for the upcoming eclipse was held yesterday. He stated that there will be a couple of additional meetings just before the event, including a meeting with area partners.

Chair Runyon asked what potential problems they expect in Wasco County. Sheriff Magill replied that fire is the number one concern followed by traffic issues. He reported that he sent out 193 letters to landowners and have had two call back so far to say that they will be posting no trespassing signs. He stated that he will be posting deputies around the County to respond to any issues that

arise.

Ms. Biechman added that flyers advising what precautions should be taken will go out to staff with the next payroll.

Chair Runyon called for a recess at 10:02 a.m.

The session reconvened at 10:06 a.m.

Department Reports – ASA Contract Extensions

Emergency Manager Juston Huffman explained that three weeks ago he was tasked with the update of the Ambulance Service Area Plan and was moving through that process with assistance from Ms. White. The extension of the contracts is the first step to bring the County back into compliance with State regulations.

Chair Runyon asked if the agreements are the same as previous agreements. Mr. Huffman replied that they are essentially the same, it just extends the term.

Commissioner Hege asked if there is a group that is part of this process. Mr. Huffman responded that there are two committees that will need to meet as part of the review process; we will be convening those.

Ms. White explained that research revealed that we have not had a signed contract in place for some time with any of the area providers; it is important to get the extensions signed so that those agreements are in place prior to the eclipse. Once the agreements are in place, we will work to get people appointed to the committees that both review the plan and audit the providers to make sure they are fiscally sound, adequately equipped and meet State standards for training and compliance. She added that the current plan is prescriptive regarding the make-up of the committees and their purpose.

{{Vice-Chair Kramer moved to approve the ASA contract extensions as a slate:

- **ASA 1 Mosier**
- **ASA 2 The Dalles**
- **ASA 3 Dufur**
- **ASA 4 Maupin**
- **ASA 5 South Wasco County**

- **ASA 6 John Day Recreation Area**
- **ASA 7 Southwest Wasco County**
- **ASA 8 Pine Hollow/Wamic**

Commissioner Hege seconded the motion which passed unanimously.}}

Agenda Item – Enterprise Zone Immediate Opportunity MOU

Commissioner Hege reviewed the memo included in the Board Packet. He stated that the Board has talked about the Civic Loan previously; this is not how we normally apply these funds but there is a proposal to use the last of the funds set aside for immediate opportunity projects to satisfy the remaining Civic Auditorium debt.

Chair Runyon noted that all the other funding went to physical projects and this is to satisfy a debt. He said that the intent of the distributions was for economic development and asked how this fits that criteria.

Commissioner Hege replied that he is not sure he can make an argument for that. He said that the Civic Auditorium is a benefit to the community and it is not unreasonable to help the Civic but he is not sure he can justify it as economic development. He pointed at that it is a relatively small amount of money and it will help the Civic; they have \$900 per month going out that could be applied elsewhere.

Corliss Marsh of The Dalles said that she is concerned about the process, noting that one person on the committee is very close to the Civic and was the one to suggest the distribution to the Civic; for whatever reason, the other members of the committee agreed to it. She said that the perception is that there is a conflict of interest in having a person on the committee that is close to a project that is being funded. She said that she does not think that the money is meant for past debt but for future economic development.

Chair Runyon commented that the Civic is a non-profit that is used by the public; by not having to make \$900 monthly debt payments money can be channeled to projects that could support economic development.

Ms. Marsh stated that the City approved this as part of a report; it was not on their agenda. She restated that if the Civic had applied for money to do something, she could support it; paying off debt is not good use and does not

align with the principle intended use of the Immediate Opportunity funds.

Commissioner Hege replied that there are parts of him that agrees with Ms. Marsh. He said that he thinks there are benefits to doing it but it is not what he would want to see going forward. He stated that he would like to see funds being used to leverage grants to do projects in the community. He added that the sooner the Civic is up and running, the sooner the community will benefit; this is a unique circumstance that we are not likely to see again.

Chair Runyon said that he agrees that the City did not follow proper process and they should also have outlined a broader picture of how the debt relief would benefit the Civic and the community.

{{{Vice-Chair Kramer moved to approve the Immediate Opportunity MOU between The Dalles Civic Auditorium and the City of the Dalles/Wasco County. Commissioner Hege seconded the motion which passed unanimously.}}}

Chair Runyon commented that if there are to be any further distributions, he would suggest that the committee appoint a chair to help ensure a transparent process. He said that he wants the Civic to succeed but it is unusual how it came up.

Agenda Item - Finance

BUDGET ADJUSTMENT

Finance Director Mike Middleton reviewed the memo included in the packet explaining that the Codes Enforcement DEQ grant to fund a vehicle, trailer and staff time to assist low-income, elderly and disabled residents with abatement was not included in the budget due to the timing of its arrival. He said that this resolution will rectify that situation.

{{{Vice-Chair Kramer moved to approve Resolution 17-008 increasing appropriations offset by grant revenue within a fund. Commissioner Hege seconded the motion which passed unanimously.}}}

INVESTMENT POLICY

Mr. Middleton explained that this is the policy previously presented to the Board and submitted to the Oregon Short Term Fund Board for review and approval. He reported that the OSTFB had asked for clarification on which plan in the

policy we would be using, so he has added some clarifying language to satisfy that request. He said that once the policy is in place, he and the Treasurer will get started on investing funds.

Chair Runyon commented that the Board has been trying to get started on this for years but until Mr. Middleton and County Treasurer Elijah Preston came on board, they were not able to make any headway.

{{{Commissioner Hege moved to approve the Wasco County Investment Policy. Vice-Chair Kramer seconded the motion which passed unanimously.}}}

JUNE FINANCE REPORT

Mr. Middleton reviewed the report included in the Board Packet. He pointed out that although we have reached the end of the fiscal year, the books will remain open until the end of August as some revenues and expenses should be recognized in the 2017 Fiscal Year. He said we are in a good position and he does not anticipate any major audit adjustments.

Chair Runyon asked if there might still be some clean-up findings from the last two years of upheaval. Mr. Middleton replied that there may be one or two related to reconciliations as they were still trying to catch that up during the last fiscal year. He noted that findings are just an awareness prompt; adjustments are more significant – we are getting better as staff gets up to speed.

The Board expressed their appreciation for the regularity and thoroughness of the finance reports. Mr. Middleton reported that he is doing something similar for the Museum Commission to help them better understand their budgeting process.

Commission Call

Chair Runyon noted that the Public Works Department has some openings. Public Works Director Arthur Smith reported that they conducted interviews last Thursday and are considering how they want to move forward.

Chair Runyon announced that he would be at the National Association of Counties through Monday, July 24th. He stated that he serves on the Veterans Committee and Economic Workforce Committee; he will also be accepting an award on behalf of the County for our 100% Love Culture.

**Consent Agenda – 6.21.2017 Regular Session and 7.3.2017 Special
Session Minutes**

**{{{Commissioner Hege moved to approve the Consent Agenda. Vice-Chair
Kramer seconded he motion which passed unanimously.}}}**

Chair Runyon adjourned the meeting at 10:48 a.m.

Summary of Actions

Motions Passed

- **To approve the Younglove Tooley Terrace Satisfaction of Lien.**
- **To approve Order 17-052 appointing Brian Tuck as 4H & Extension Service District Budget Officer.**
- **To approve the third budget amendment to the agreement between the State of Oregon and Wasco County for Project 15007 increasing the Architect line item by up to \$4,000 and the Environmental line item by \$7,500.**
- **To approve Order 17-053 appointing Dan Jaffe to the Tygh Valley Water District Board of Directors.**
- **To approve the ASA contract extensions as a slate:**
 - **ASA 1 Mosier**
 - **ASA 2 The Dalles**
 - **ASA 3 Dufur**
 - **ASA 4 Maupin**
 - **ASA 5 South Wasco County**
 - **ASA 6 John Day Recreation Area**
 - **ASA 7 Southwest Wasco County**
 - **ASA 8 Pine Hollow/Wamic**
- **To approve the Immediate Opportunity MOU between The Dalles Civic Auditorium and the City of the Dalles/Wasco County.**
- **To approve Resolution 17-008 increasing appropriations offset by grant revenue within a fund.**
- **To approve the Wasco County Investment Policy.**
- **To approve the Consent Agenda – 6.21.2017 Regular Session & 7.3.2017 Special Session.**

Consensus

- **To sign the position letter regarding the MCCOG administered agencies.**
- **To add their signatures to the letter regarding Century Link 911 outages.**

Wasco County
Board of Commissioners

Rod L. Runyon, Board Chair

Steven D. Kramer, Vice-Chair

Scott C. Hege, County Commissioner

Agenda Item
Ordinance Repealing Personnel Ordinance

- [Ordinance 17-001](#)

IN THE BOARD OF COMMISSIONERS OF THE STATE OF OREGON

IN AND FOR THE COUNTY OF WASCO

IN THE MATTER OF AN ORDINANCE)
REPEALING THE WASCO COUNTY) ORDINANCE
PERSONNEL ORDINANCE 1985-0363) #17-001
AND ALL SUBSEQUENT AMENDMENTS)

WHEREAS, on May 8, 1985, the Wasco County Court (“Board”) adopted Ordinance 1985-0363 (“Ordinance”) to adopt an amended Personnel Ordinance to replace and/or implement various Wasco County personnel policies.

WHEREAS, the policies contained in the Ordinance have been consistently updated and revised since that Ordinance and any amendments to the Ordinance were subsequently adopted.

WHEREAS, on or around June 21, 2017 the Board reviewed an Wasco County Employee handbook comprehensively compiling and updating all personnel related policies.

WHEREAS, the Board considered this matter after a duly noticed public meeting and concluded that the policies contained in the Employee Handbook are current and comprehensive and render the contents of the Ordinance and its amendments obsolete or superseded.

WHEREAS, the Board has determined that personnel policies were to be amended, from time to time, to remain consistent with applicable state or federal law.

WHEREAS, the Board is authorized under ORS 198.510 to enact, amend or repeal ordinances or regulations.

NOW THEREFORE, The BOARD OF COUNTY COMMISSIONERS OF WASCO COUNTY, OREGON, ORDAINS as follows:

Section 1. REPEALED. Ordinance 1985-0363, and all subsequent amendments, is repealed in its entirety.

Section 2. Any personnel action taken shall be consistent with the applicable Wasco County policy in effect at the time of such action.

Section 2. EFFECTIVE DATE. The effective date of this Ordinance will be the ninetieth day after its second reading.

DATED at Wasco County, Oregon, this 2nd day of August, 2017.

WASCO COUNTY
BOARD OF COMMISSIONERS

Rod Runyon, Commission Chair

Steve Kramer, Commission Vice-Chair

Scott Hege, County Commissioner

Original – Clerk
cc: Assessor
County Counsel

Agenda Item
4H Immediate Opportunity Addendum

- [Staff Memo](#)
- [2016 4H Immediate Opportunity MOU](#)
- [Addendum 1 to 4H Immediate Opportunity MOU](#)

MEMORANDUM

TO: BOARD OF COUNTY COMMISSIONERS
FROM: KATHY WHITE
SUBJECT: 4H IMMEDIATE OPPORTUNITY ADDENDUM
DATE: 7/27/2017

BACKGROUND INFORMATION

In April of this year, 4H reported that OSU would not support the purchase of a van as they did not want the ongoing maintenance and insurance expenses. 4H proposed to use the \$30,000 granted to them as Immediate Opportunity funds to lease a van rather than purchase a van as was agreed in the MOU between 4H, Wasco County and the City of The Dalles. The Board indicated that they would prefer 4H to look at other opportunities to apply the funding to something more long-lasting and sustainable. Since that time, 4H has been working with North Wasco Parks and Recreation toward an agreement to share a van with NWPRD bearing the responsibility for insurance and ongoing maintenance. The Addendum, included in the Board Packet, contains the agreement between 4H and NWPRD as an exhibit.

**Memorandum of Understanding Between
Wasco County/City of The Dalles and 4H & Extension Service District
FIRST ADDENDUM**

August 2, 2017

To: Wasco County 4H & Extension Service District

Re: July, 2016 Memorandum of Understanding Between Wasco County/City of The Dalles and The Dalles Chamber of Commerce (the "MOU")

Wasco County and the City of The Dalles hereby agree to amend, at the request of The 4H & Extension Service District, the above referred contract:

The "immediate opportunity project" described in the MOU, as follows:

- A one-time total payment in the amount of \$30,000 to purchase a van to transport 4H afterschool program participants, camp participants and leadership youth to appropriate events. Any and all on-going costs or maintenance, including insurance, associated with said van shall be the responsibility of the District.

Shall be removed and replaced by the following immediate "opportunity project:"

- A one-time payment in the amount of \$30,000 to be used to purchase a van to be shared by Wasco County 4H and Northern Wasco County Parks and Recreation, pursuant the MOU signed by both organizations, (Exhibit A) to transport both 4H afterschool program participants, camp participants and leadership youth as well as Northern Wasco Park and Recreation District patrons to appropriate events. Any and all on-going costs or maintenance, including insurance, associated with said van shall be the responsibility of the District and/or Northern Wasco Parks and Recreation as outlined in Exhibit A.

In all other aspects, the MOU shall remain in effect.

COUNTY Date: August 2, 2017

CITY Date: _____

Rod L. Runyon, Commission Chair

Julie Krueger, City Manager

APPROVED AS TO FORM

APPROVED AS TO FORM

Kristen Campbell, County Counsel

Gene Parker, City Attorney

4H & EXTENSION SERVICE DISTRICT

Date: _____

Lynette Ranney Black,
State 4-H Youth Development

EXIHIBIT A

MEMORANDUM OF UNDERSTANDING
Between
Northern Wasco County Parks
and
Recreation District and Oregon State University

This Memorandum of Understanding is entered into by and between Northern Wasco County Parks and Recreation District (hereinafter "District"), a parks and recreation district created under the laws of the state of Oregon, whose principal address is 602 W. Second Street, The Dalles, Oregon 97058, and Oregon State University for OSU Extension Service, Wasco County 4-H Youth Development program (hereinafter "OSU"), whose principal address is 1500 SW Jefferson St. Corvallis, OR 97331.

Recitals

- A. District is a Parks and Recreation district located in Wasco County, Oregon that organizes, facilitates, and operates youth programs from its geographical boundaries situated in Wasco County, Oregon;
- B. OSU Extension Service, Wasco County 4H is a ~~non-profit corporation~~ ^{Public Entity} that engages in programs to assist, educate, and train youth in Wasco County, Oregon.
- C. The parties desire to cooperate in purchasing a passenger van to transport adults and youth who are participating in their programs.
- D. OSU Extension Service, Wasco County 4H Youth Development program has received a grant in the amount of \$30,000.00 to assist in the purchase of a passenger van.
- E. Together, with other monies to be contributed by District, District desires to purchase a passenger van, subject to the terms of an agreement for joint use and responsibilities.

NOW, THEREFORE, this Memorandum of Understanding is entered into based upon the mutual covenants contained herein. The terms and conditions are as follows:

- 1. Payment to District. OSU agrees to pay to District, within thirty (30) days from the execution hereof, the sum not to exceed \$30,000.00.
- 2. Purchase of Vehicle. Within ninety (90) days of the receipt of funds from OSU, District agrees to purchase a passenger van (hereinafter "Vehicle") suitable for transporting youth and adults to recreation and OSU events. The Vehicle shall accomodate no more than twelve (12) passengers. District shall apply the monies received from OSU toward the purchase of the Vehicle. Any amount that exceeds the sum of \$30,000.00 shall be District's sole responsibility.

3. Maintenance; Insurance; and Licensing . District agrees to be solely responsible to maintain, insure, and license the Vehicle during the term of this Memorandum of Understanding. Any maintenance needs that come to the knowledge of OSU employees and participants shall be brought to the attention of District. District shall maintain public liability and property damage insurance with a combined single limit of not less than \$1,000,000.00 and \$100,000.00 for damage to property. Such insurance shall be written on an occurrence basis and shall be primary with respect to all other insurance covering any of the insured risks; shall cover all risks arising directly or indirectly out of the parties' activities, on or any condition of the Vehicle, whether or not related to an occurrence caused or contributed to by the parties' negligence; shall include a contractual liability clause to protect District against the claims of OSU on account of the obligations assumed by District hereunder; and shall protect OSU and District against claims of third persons. Such policies shall be written in such form, with such terms and by such insurance companies reasonably acceptable to OSU. District shall deliver to OSU certificates of coverage from each insurer containing a stipulation that coverage will not be canceled or diminished without a minimum of ten (10) days' written notice to OSU.

4. Indemnification.

4.1 District's Indemnification of OSU. District shall indemnify and hold OSU harmless and, at OSU's election, defend OSU from and against any and all claims, losses, damages, fines, charges, actions, or other liabilities of any description arising out of, or in any way connected with, District's possession or use of the vehicle, District's conduct with respect to the vehicle, or any condition of the Vehicle to the extent the same is not caused or contributed to by OSU or District's breach of any warranty or representation made by District in this Memorandum of Understanding. In the event of any litigation or proceeding brought against OSU and arising out of, or in any way connected with, any of the above events or claims against which District agrees to defend OSU, District shall, upon notice from OSU, vigorously resist and defend such actions or proceedings in consultation with OSU through legal counsel reasonably satisfactory to OSU.

4.2 OSU's Indemnification of District. OSU shall indemnify and hold District harmless and, at District's election, defend District from and against any and all claims, losses, damages, fines, charges, actions, or other liabilities of any description arising out of, or in any way connected with, OSU's possession or use of the Vehicle, OSU's conduct with respect to the Vehicle, or any condition of the Vehicle to the extent the same is not caused or contributed to by District, or OSU's breach of any warranty or representation made by OSU in this Memorandum of Understanding. In the event of any litigation or proceeding brought against District and arising out of, or in any way connected with, any of the above events or claims against which OSU agrees to defend District, OSU shall upon

Subject to the limitations and conditions of the Oregon Tort Claims Act, ORS 30.260-30.300 and The Oregon Constitution, Article XI, Section 7,

notice from District, vigorously resist and defend such actions or proceedings in consultation with District through legal counsel reasonably satisfactory to District.

- 4.3 Indemnification Scope. Wherever this Memorandum of Understanding obligates a party to indemnify, hold harmless, or defend the other party, the obligations shall run to the directors, officers, agents, ~~partners~~, and employees of such other party and shall survive any termination or satisfaction of this Memorandum of Understanding. Such obligations, with respect to the acts or omissions of either party, shall include the acts or omissions of any director, officer, ~~partner~~, agent, employee, contractor, ~~tenant, invitee, or permittee~~ of such party.
4. Term. This Memorandum of Understanding shall be in effect for a period of 7 years or the life of the vehicle whichever is greater, at which time all rights and obligations of the parties shall terminate and the Vehicle to be purchased hereunder shall remain the sole property of District without further obligation to OSU.
5. Payment by ~~4H~~. Notwithstanding the above, OSU agrees to pay to District the federal mileage rate for its use of the Vehicle. Any such amount shall be paid to District within thirty (45) days of the use by OSU of the Vehicle.
6. Use of Vehicle. District agrees to make the Vehicle to be purchased hereunder available to OSU for all of its Wasco County programs. In addition, the Vehicle shall be available to OSU during the hours of operation of public school and two (2) days per week after school. Use during public school breaks, including summer break, shall be shared equally by the parties.
7. Default. Time is of the essence of this Memorandum of Understanding. A default shall occur under any of the following circumstances:
- 7.1 Failure to make a payment within forty-five (45) days after it is due; and
- 7.2 Failure to perform any other obligations contained in this Memorandum of Agreement within forty-five (45) days after notice from OSU specifying the nature of the default or, if the default cannot be cured within forty-five (45) days, failure within such time to commence and pursue curative action with reasonable diligence.
- 7.3 In the event of a default by OSU, District shall have no further obligations to provide use of the vehicle to OSU and this agreement shall terminate.
- 7.4 In the event of a default by District, OSU shall have the right to specifically enforce the terms of the Memorandum of Understanding in equity.

8. Waiver. Failure of either party at any time to require performance of any provision of this Memorandum of Understanding shall not limit the party's right to enforce the provision except to the extent expressly set forth in writing, signed by such party, nor shall any waiver of any breach of any provision constitute a waiver of any succeeding breach of that provision or a waiver of that provision itself.
9. Successor Interests. This Memorandum of Understanding shall be binding upon, and inure to the benefit of, the parties, their successors, and assigns; but no interest of District shall be assigned, subcontracted, or otherwise transferred, voluntarily or involuntarily, without the prior written consent of OSU. Consent by OSU to one transfer shall not constitute consent to other transfers or waiver of this section. District, and any other person at any time obligated for the performance of the terms of this Memorandum of Understanding, hereby waives notice of, and consent to, any and all extensions and modifications of this Memorandum of Understanding or the release of any person or persons from liability under the Memorandum of Understanding granted by OSU. Any such extensions, modifications, or releases will not in any way release, discharge, or otherwise affect the liability of any person at any time obligated under this Memorandum of Understanding.
10. Prior Agreements. This document is the entire, final, and complete Memorandum of Understanding of the parties pertaining to the purchase of the Vehicle and supersedes and replaces all prior or existing written and oral agreements (including any earnest money agreement) between the parties or their representatives relating to the Vehicle.
11. Notice. Any notice under this Memorandum of Understanding shall be in writing and shall be effective when actually delivered in person or within thirty (30) days after being deposited in the U.S. mail, registered or certified, return-receipt requested, postage prepaid and addressed to the party at the address stated in this Memorandum of Understanding, or such other address as either party may designate by written notice to the other.
12. Applicable Law. This Memorandum of Understanding has been entered into in the state of Oregon and the Vehicle to be purchased will be located in the state of Oregon. The parties agree that the laws of the state of Oregon shall be used in construing the Memorandum of Understanding and enforcing the rights and remedies of the parties.
13. Costs and Attorney Fees. If this Memorandum of Understanding is placed in the hands of an attorney due to a default in the payment or performance of any of its terms, the defaulting party shall pay, immediately upon demand, the other party's reasonable attorney fees, collection costs, costs of either a litigation or a foreclosure report (whichever is appropriate), even though no suit or action is filed thereon, and any other fees or expenses incurred by the non-defaulting party. •

• not withstanding the foregoing, OSU is

14. Number, Gender, and Captions. As used herein, the singular shall include the plural, and the plural the singular. The masculine and neuter shall each include the masculine, feminine, and neuter, as the context requires. All captions used herein are intended solely for convenience of reference and shall in no way limit any of the provisions of this Memorandum of Understanding

15. Survival of Covenants. Any covenants, the full performance of which is not required, before the closing or final payment of the purchase price and delivery of the deed, shall survive the closing and the final payment of the purchase price and the delivery of the deed and be fully enforceable thereafter in accordance with their terms.

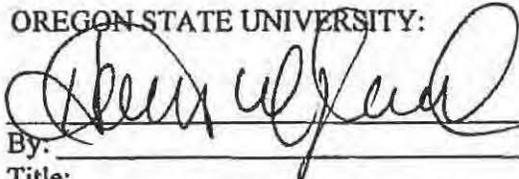
NORTHERN COUNTY PARKS AND RECREATION DISTRICT:



By: Scott Baker, Executive Director

7/20/17
Date

OREGON STATE UNIVERSITY:



By: _____
Title: _____

7-18-17
Date

Heather Wyland, C.P.M., A.P.P.
Procurement Manager

Agenda Item
Child Advocacy Grant Agreement

- [WCCAMDT Agreement](#)

COLUMBIA GORGE CHILDREN'S ADVOCACY CENTER WASCO COUNTY
DISTRICT ATTORNEY on behalf of
THE WASCO COUNTY CHILD ABUSE MULTI-DISCIPLINARY TEAM AGREEMENT

THIS AGREEMENT is entered into between the Columbia Gorge Children's Advocacy Center (CGCAC) and The Wasco County District Attorney on behalf of the Wasco County Child Abuse Multi-Disciplinary Team (Wasco County) this 1⁵¹ day of July 2017.

WHEREAS, CGCAC is desirous of providing medical assessments and forensic interviews of alleged child abuse victims in the Columbia Gorge region; and

WHEREAS, the Wasco County Multi-Disciplinary Team recognizes the need for child abuse assessments of children residing in Wasco County and believes it to be desirable to establish and maintain a cooperate relationship with CGCAC;

THEREFORE, IT IS HEREBY AGREED AS FOLLOWS:

1. ACCESS TO MEDICAL ASSESSMENT SERVICES

CGCAC will allow access to medical assessment services to children referred by the following members of the Wasco County Multi-Disciplinary Team: Wasco County Branch of Department of Human Services and Wasco County law enforcement agencies (includes District Attorney). Wasco County has agreed to cap the number of children to 50 cases for a one (1) year period. Referrals may be made for scheduled (non-emergency) assessments during regular business hours, Monday through Friday, 9:00a.m. to 5:00p.m.

CGCAC will determine if client referred by Wasco County will receive medical assessment services at the CGCAC.

Wasco County is responsible for arranging transportation for clients referred to CGCAC.

CGCAC may collect any client insurance coverage for services received at the CGCAC.

2. CONSIDERATION

Wasco County agrees to pay CGCAC \$7,750.00 each quarter for the period 07/01/2017-06/30/2018. At the end of the one year period the contract will be reevaluated. CGCAC will provide the above-mentioned services for all children in

need of a child abuse assessment.

Wasco County will broaden fundraising efforts for the benefit of CGCAC and will inquire of other funding sources, grants and donations for the benefit of CGCAC.

Wasco County has an in-kind contribution in the form of a forensic interviewer. Brenda Borders, Office Manager for Wasco County Sheriff's Office, has committed to becoming certified as a forensic interviewer to meet the standards set forth by CGCAC.

Wasco County will seek restitution for all cases involving child abuse where assessments by the CGCAC were done.

3. MODIFICATION

This AGREEMENT may be modified or amended by mutual consent of both parties, in writing.

4. TERMINATION

This AGREEMENT may be terminated by either party by giving written notice sixty (60) days in advance to the other party.

5. TERM AND RENEWAL

This AGREEMENT shall be effective for one (1) year commencing July 1, 2017, and ending June 30, 2018. This AGREEMENT may be renewed in whole or in part by mutual consent of both parties, in writing.

Approved this 2nd day of August, 2017.

COLUMBIA GORGE CHILDREN'S
ADVOCACY CENTER

WASCO COUNTY
BOARD OF COMMISSIONERS

Beatriz Lynch, Executive Director

Rod L. Runyon, Commission Chair

Date: _____

Steven D. Kramer, Vice-Chair

Approved as to form

Kristen Campbell
Wasco County Counsel

Scott C. Hege, County Commissioner



8/1/2017

To: Board of County Commissioners

CC: Tyler Stone – County Administrator

From: Mike Middleton – Finance Director

Re: Agreement with Columbia Gorge Children's Advocacy Center and the CAMI grant funds

Commissioners,

The proposed agreement (contract) with Columbia Gorge Children's Advocacy Center (CGCAC) to utilize CAMI grant funds is a part of the adopted budget plan. During the budget creation process, it was not brought to the attention of the Budget Team that the CAMI grant was being fully utilized to pay for existing personnel expense and some minor materials and services. The addition of a new line item in contracted services for CAMI expenses of 31K the FY 18 budget will see a net increase in general revenue funds used which is unsupported by either an increase in revenue or a reduction in personnel. The amount of the proposed contract is \$31,000. The request is to use CAMI grant funds to pay for the contract while at the same time maintaining existing personnel at current levels.

Historically, directly coded CAMI related expenses for the last 2 fiscal years has been \$6,240 & \$5,867 for FY17 and FY16 respectfully. The remainder of the CAMI funds received has been used to offset personnel expenses in the amount of \$41,928 and \$41,888 in FY17 and FY16 respectfully.

In the FY18 Adopted Budget, the Contracted Services – CAMI was included for a total of \$35,000. This means that amount is not available to offset personnel expenses. The impact is an increased usage of General Fund general revenues to cover the personnel costs. While it is an increase in the use of non-grant funds, it is part of the Adopted Budget.

Wasco County has been one of the few counties allowed by the State to utilize the CAMI funds for personnel reimbursement. The pressure from the state to stop has been increasing. Until this point Wasco County has not had an agency available to contract out for this service. That has now changed and the CGCAC is available to provide the service. The grant will still be paying just under \$2,900 in personnel costs FY18 and FY19 as well as just under \$2,200 in administrative overhead (5% cap on amount).

Overall, the effect is the same as an increase in personnel expense – dedicated funds are being used for a different purpose than in prior years, but the personnel didn't decrease. A priority for Management is only sustainable increases in personnel and/or in grant funding. This means positions must have sustainable funding and not just be an increase in personnel without an offsetting increase in sustainable revenue. The change in CAMI spending in relation to personnel expense does not take this priority into consideration.

Finance supports this contract. It is written for one year and to be reviewed at the end – this is a great plan. During this year, staff will need to explore finding additional funding to offset the general revenues that need to be expended to meet this unfunded mandate.

O. Budget Summary

	Year One	Year Two	Total
Personnel			
Salary	\$2,837.83	\$2,837.83	\$5,675.66
Personnel Expenses	\$0	\$0	\$0
Total Personnel	\$2,837.83	\$2,837.83	\$5,675.66
Services & Supplies			
Contractual Services	\$30,345.92	\$30,345.92	\$60,691.84
Travel	\$0	\$0	\$0
Training	\$5,000.00	\$5,000.00	\$10,000.00
Office Supplies	\$500.00	\$500.00	\$1,000.00
Postage	\$0	\$0	\$0
Printing & Copying	\$0	\$0	\$0
Communication	\$0	\$0	\$0
Equipment Rental	\$0	\$0	\$0
Total Supplies & Services	\$35,845.92	\$35,845.92	\$71,691.84
Other Services			
Rent	\$0	\$0	\$0
Emergency Services	\$0	\$0	\$0
Capital Outlay	\$0	\$0	\$0
5% Administrative	\$2,167.56	\$2,167.56	\$4,335.12
Other	\$2,500.00	\$2,500.00	\$5,000.00
Total Other Services	\$4,667.56	\$4,667.56	\$9,335.12
Total Funds	\$43,351.31	\$43,351.31	\$86,702.62

ELLEN F. ROSENBLUM

Attorney General



FREDERICK M. BOSS

Deputy Attorney General

DEPARTMENT OF JUSTICE
CRIME VICTIMS' SERVICES DIVISION

January 19, 2016

To: CAMI MDT Members

From: CAMI Advisory Council

Re: Prioritizing Funding to a Center

Dear CAMI MDT Chairpersons, Coordinators, and Members,

Thank you for your dedication to reducing child abuse in Oregon. As multi-disciplinary team members working to improve child abuse intervention both locally and statewide, we, the members of the CAMI Advisory Council (hereafter Advisory Council), understand firsthand the challenges of prioritizing limited funds to meet great needs. We are writing to provide clarification regarding administration of the CAMI funds that may affect planning for your local MDT budget.

Under ORS 418.786, the CAMI Program is responsible for developing and administering a grant program to establish and maintain centers. In determining applicant eligibility for CAMI MDT funds, the CAMI Program is required by ORS 418.746(3)(a) and ORS 418.746(4)(g) to consider the extent to which funding a center is given priority in the MDT's intervention plan. ORS 418.782(3) defines "community assessment center" as "a neutral, child-sensitive community-based facility or service provider to which a child from the community may be referred to receive a thorough child abuse medical assessment for the purpose of determining whether the child has been abused or neglected." According to ORS 418.782(2) a "child abuse medical assessment includes the taking of a thorough medical history, a complete physical examination and an interview for the purpose of making a medical diagnosis, determining whether or not the child has been abused and identifying the appropriate treatment or referral for follow-up for the child." While "prioritizing" is not currently defined in the CAMI statutes or administrative rules, the common definition of "prioritizing" is "to make something the most important thing in a group."¹ As such, the CAMI Advisory Council interprets prioritizing funding to a center to mean that MDT budgets must assign more funding to a center than to any other budget item. The CAMI Advisory Council is not requiring that a specific dollar amount be directed to a center. Rather, the CAMI Advisory Council is clarifying that, as required by law, the percentage assigned to a center must be higher than the percentage assigned to any other budget item. To be eligible for funding in the 2017-19 biennium, MDTs must submit budgets with their 2017-19 grant applications that are consistent with this guidance.

Most MDTs, consistent with statute and the intent of the CAMI Program, direct a substantial percentage of their funds to support Oregon's Community Assessment Centers (commonly referred to in Oregon as Child Abuse Intervention Centers or CAICs, and hereinafter referred to as centers). In fact, 45% of MDTs devote most (80% or more) of their budget to supporting a center. However, a few counties have directed a

¹Merriam-Webster dictionary

significant percentage of their CAMI funding to budget items such as training or FTE² while providing little or no funding to a center. The Advisory Council, in reviewing the CAMI MDT 2015-17 grant applications, noted this variation in support. The Advisory Council, which per ORS 418.784(1) is charged with directing the administrator of the CAMI Program on the administration of CAMI funds, determined that budgets which provided little or no funding to a center are inconsistent with the statutory requirements of the CAMI Program.

The Advisory Council is acting to bring all counties into compliance with this statutory requirement. Through modification requests to the CAMI MDT 2015-17 grant applications, the Advisory Council directed MDTs who budgeted more for training than to a center to revise their budgets immediately. Recognizing the increased complexity of adjusting budgets that dedicate more funding to FTE than to any other budget item, the Advisory Council is providing notice in writing and allows MDTs one and one half years' notice to adjust their budgets to meet this requirement. Please note, dedicating a higher percentage of the budget to a center than to any other line item will be a requirement for all MDT budgets in the 2017-19 grant cycle.

Centers play an important role in child abuse intervention. They provide recorded interviews by specially trained forensic interviewers in a neutral, child focused environment. They provide on-site medical evaluations by, or referrals to, appropriate medical professionals specially trained in recognizing and responding to child abuse. They provide mental health treatment or referrals, advocacy, and coordination with other services. In addition to these direct services, they play a key role in keeping MDTs and the community up to date on best practices in child abuse intervention through their participation in training, membership in the Oregon Network of Child Abuse Intervention Centers and/or membership in the National Children's Alliance.

The Advisory Council understands the need for detail and clarification regarding this statutory requirement of "prioritizing funding to a center" so that county MDTs fully understand the requirement and prepare to be eligible for funding in the 2017-19 biennium. The CAMI Program is available to answer questions about specific budget scenarios. We encourage you to refer to the attached Frequently Asked Questions page or contact your CAMI Fund Coordinator, Robin Reimer, if you need further clarification or assistance in planning to comply with this requirement.

Robin Reimer, CAMI Fund Coordinator
Phone: 503-378-6795
Email: robin.e.reimer@doj.state.or.us

² This includes both non CAIC staff positions listed in the personnel pages of the grant application and staff positions funded through contracts with non-CAIC organizations or agencies.

Stacey Ayers, Child Safety Manager
Department of Human Services

Kevin Barton, Senior Deputy District Attorney
Washington County District Attorney's Office

Dr. Carol Chervenak, Medical Director
ABC House

Staci Heintzman-Yutzie, Training Class Coordinator
Department of Public Safety Standards and
Training

Dr. Elizabeth Heskett, M.D.

Kirstin Heydel, SATI Coordinator
Sexual Assault Task Force

Tina J. Morgan, Citizen

Tammi Pitzen, Executive Director
Children's Advocacy Center of Jackson County

Matt Shirtcliff, District Attorney
Baker County District Attorney's Office

Shelly Smith, Executive Director
KIDS Center

Wendi Steinbronn, Lieutenant
Portland Police Bureau

FORM 10

[Signature]
SHERIFF AND DEPUTY SHERIFF
DEPARTMENT OF CORRECTIONS

[Signature]
Deputy Sheriff, State Deputy District Attorney
Washington County District Attorney's Office

[Signature]
Deputy Sheriff, Sheriff's Office
ADDITIONAL

[Signature]
Deputy Sheriff, Sheriff's Office
Department of Public Safety Services and
Training

[Signature]
Deputy Sheriff, Sheriff's Office

[Signature]
Deputy Sheriff, Sheriff's Office
Deputy Sheriff, Sheriff's Office

[Signature]
Deputy Sheriff, Sheriff's Office

[Signature]
Deputy Sheriff, Sheriff's Office
Deputy Sheriff, Sheriff's Office

[Signature]
Deputy Sheriff, Sheriff's Office

[Signature]
Deputy Sheriff, Sheriff's Office
Deputy Sheriff, Sheriff's Office

[Handwritten note]

10-10-10
10-10-10
10-10-10

Prioritizing Funding to a Center

Additional Information and Examples

MDT budgets must assign more funding to a center¹ than to any other budget item.

Why is the CAMI Program requiring this now? Has the statute changed?

Statute has always required that CAMI grantees prioritize funding to a center. Statute has also always required that in making eligibility determinations, the CAMI Program consider whether or not there is a center in existence or planned in the county and the extent to which funding a center is given priority in the MDT's Intervention Plan.² That not all MDTs were meeting this statutory requirement came to the attention of the Advisory Council during review of the CAMI MDT 2015-17 Grant Applications. The Advisory Council, recognizing the essential role of centers in child abuse intervention, decided to take action on this issue to clarify this statutory requirement and provide guidance regarding how MDTs can meet it.

What qualifies as a center?

To qualify as a center, a program must have the following elements:

A *facility or service provider* that is

- *Neutral* (not at DHS or Law Enforcement office)
- *Child-sensitive* (furniture and décor conducive to the comfort of children of various ages, separate private space for meeting with children, a safe and comfortable waiting area for non-offending care-givers)
- *Community-based* (located in or near the community to be served)
- *Provide children access to a thorough child abuse medical assessment*³

Ideally, all components of the medical assessment can be completed in one location that meets the above requirements to minimize the burden on the victim and family. However, when necessary, the medical examination and interview may be conducted in separate locations.

What qualifies as a child abuse medical assessment?

Child abuse medical assessment

- a thorough medical history,
- a complete physical examination, and
- an interview

The purpose of the child abuse medical assessment is

- making a medical diagnosis,
- determining whether or not the child has been abused, and

¹ ORS 418.746 et seq refer variously to "community assessment centers," "advocacy centers," "centers" and "child abuse intervention centers." Throughout this document, we refer to centers.

² ORS 418.746(4)(f) and (g)

³ ORS 418.782(3)

- o identifying the appropriate treatment or referral for follow-up for the child⁴

It is important to keep in mind that the purpose of the multidisciplinary response and the medical assessment is to address as many of the needs of the victim as possible; not only to collect evidence for prosecution of offenders.

ORS 418.792 outlines requirements for applications for funds to provide a community assessment center. The statute states that an application for a community assessment center must include:

- o evidence that the applicant has at least one medical practitioner trained in evaluation, diagnosis and treatment of child abuse and neglect;⁵
- o a commitment by the medical practitioner to attend annual CMEs on evaluation of child abuse and neglect and to refer complex cases to the Regional Service Provider;
- o evidence that the center has access to special equipment used in the evaluation of child abuse;
- o a description of where the center is located (not in a law enforcement or DHS office);
- o in kind contributions; and
- o procedures to be followed by the center

Existing centers receiving CAMI funding should, at a minimum, meet these requirements. It is the responsibility of the MDT to ensure that any center with whom the MDT contracts is continuously in compliance with these requirements. Where the MDT contracts with a nonprofit organization or a government agency to provide these services, the contract should require that the contracting nonprofit or government agency meet these standards.

Do we need to offer or conduct a medical examination in every case?

It is not a requirement of the CAMI Program that a medical examination is offered or conducted in every case. Oregon's child abuse response models developed in different ways, some as advocacy based models and others as clinical models. Additionally, each county's resources vary. As such, approaches to when a physical examination is provided vary as well. However, the availability of a dedicated professional to consult and conduct examinations as needed on any child abuse case (including but not limited to the requirements of Karly's Law) is essential to the MDT response. Thus, the *ability* to provide a child abuse medical assessment is required.

How will the amount of funding to a center be determined?

Below are several examples and explanations regarding how funding to a center will be determined.

If a center (rather than the District Attorney's Office or another agency or organization) is the fiscal agent for the grant, all grant funds except those funds set aside for broader MDT purposes such as member training and travel will be considered part of the MDT's funding to the center.

Salary and personnel expenses are one budget item, "Total Personnel."

⁴ ORS 418.782(2)

⁵ Centers can meet this requirement through having a provider on staff or by having an MOU or contract with a provider.

For purposes of determining whether a grant applicant's budget meets the requirement of prioritizing funding to a center, funds budgeted for contracts with agencies, organizations, or independent contractors to provide MDT related services will be treated as part of "Total Personnel" unless the work performed supports or is part of the center response, in which case the funds will be counted as part of the funds dedicated to supporting the center.

Examples of work supporting a center:

- Advocating for child abuse victims and their families
- Acting as liaison with center and/or medical provider and forensic interviewer
- Maintaining the center space
- Conducting interviews at the center space
- Scheduling interviews and/or physical examinations
- Provide referrals for the victim and their non-offending parent/guardian
- Arranging transportation for victims
- Educating victim and family about the legal process
- Attending Grand Jury and court with the victim
- Assisting victims with filing and follow up on Crime Victims' Compensation claims

Examples of work not supporting a center:

- Conducting field interviews
- Conducting Law Enforcement and DHS investigations

Funds for positions that combine responsibilities of providing support to the center with other non-center support related activities will be categorized as either personnel or funding to a center proportionate to the time devoted to each activity. Job descriptions for such positions should include percentages devoted to each activity. Persons in CAMI funded positions should track their hours in such a way that they can provide documentation of actual hours spent on center support related versus non center support related activities.

Example

An MDT has a total budget of \$100. The MDT assigns \$35 to a center in a neighboring county, \$40 to Personnel (a contract with an individual to act as MDT Coordinator whose duties include supporting victims and maintaining an interview space within the county), and \$25 to MDT member training. The MDT Coordinator spends 50% of their time coordinating MDT activities including scheduling meetings, reserving rooms, preparing agendas and minutes, communicating with MDT members, and completing grant applications and reports. The MDT Coordinator spends the other 50% of their time providing direct assistance to victims of child abuse by providing information about victims' rights, helping with CVCP applications, coordinating use of the interview space for forensic interviews, maintaining the space including stocking supplies, ensuring the space is clean and appropriately furnished, and overseeing upkeep of recording equipment. The MDT Coordinator keeps a log to track hours spent on each function. The MDT's budget meets the requirement of "prioritizing funding to a center." Their contribution to the center includes the \$35 contract with a center and \$20 from the contract (one half of

the funds for the MDT Coordinator position, because one half of the person's time is spent on activities supporting a center).

Example

An MDT has a total budget of \$100. The MDT assigns fiscal administration of the grant to the local center. The MDT requests that the center set aside \$10 for MDT member training, the remaining funds will support center based activities. The MDT's budget meets the requirement of "prioritizing funding to a center."

Note: if the center is administering the CAMI MDT grant, the grant application should provide specific detail in the budget regarding how center funds are allocated to various center related activities.

Example

An MDT has a total budget of \$100. The MDT assigns fiscal administration of the grant to the local center. The MDT requests that the center set aside \$60 for MDT member training, the remaining funds will go to support of the center based activities. The MDT's budget does not meet the requirement of "prioritizing funding to a center" because even though the MDT has assigned fiscal administration of the grant to the local CAIC, the MDT has prioritized training over support of the center.

Example

An MDT has a total budget of \$100. The MDT assigns \$34 to a center, \$33 to FTE, and \$33 to training. The MDT's budget meets the requirement of "prioritizing funding to a center."

Example

An MDT has a total budget of \$100. The MDT assigns \$26 to a center, \$25 to FTE, \$25 to training and \$24 to witness fees. The MDT's budget meets the requirement of "prioritizing funding to a center."

We don't have a center in our county, are we still required to budget for funding to a center?

Yes. Statute requires that every MDT prioritize funding to a center. Statute does not limit the requirement to those counties that have centers. You can meet the requirement by developing a center-based response in your community and prioritizing funding to that response or by contracting with one or more centers in other counties. In the latter situation, neighboring counties would be the preferred contractor to reduce travel distance and related hardships on victims and families, but other considerations such as capacity of neighboring centers, resources provided by those centers and existing relationships are also important in making contracting decisions.

What if we cannot find a center that will contract with us?

Your budget must prioritize funding to a center regardless of whether or not you have a center in your community or a center with whom you currently contract. If you do not have a center-based response in your community and you are not contracting with a center, you must provide documentation of your

efforts to remedy this. Documentation would include crafting a budget that reflects funding prioritizing a center, written communication with providers including centers and local hospitals offering funding and soliciting assistance with specific needs.

Are funds budgeted for a medical provider considered funding to a center?

MDT budgets \$25 for a medical provider. If the medical provider provides services to all child victims (not just Karly's Law cases) and services are provided at the center or otherwise as part of the child abuse response that includes the child abuse medical assessment (taking a thorough medical history, a complete physical examination and an interview for the purpose of making a medical diagnosis, determining whether or not the child has been abused and identifying appropriate treatment or referral for follow up services), then the \$25 would count toward "funding to a center."

How much does a medical assessment cost?

Discussion of budgeting for center services often includes discussion of the costs associated with providing a medical assessment. There is no standard cost for a medical assessment. Factors affecting cost may include the credentials of the provider, their experience in this unique position, the costs of the supporting staff, and the overhead and administrative costs for the individual center. Funding needs of each center may also vary based on their other available funds, such as individual contracts that a center might have with insurance providers for recouping some of the costs. Some services provided by a center aren't billable, such as a file and photo review, though they are less expensive than the full medical examination. Centers may also have other resources such as other grants and private donations that they can use to offset expenses not included in the contract.

Is the number of children from our county seen at a center considered when the Advisory Council discusses funding to centers?

Your CAMI Grant allocation is based on the number of children under 18 and crime rate in your county. That means the number of potential child victims is considered in the total allocation. The number of children seen at your center would reasonably be proportional to these numbers. Additionally, as studies by the Centers for Disease Control and Prevention indicated 20% of adults reported being sexually abused as a child, and more than 25% reported being physically abused and in the last 10 years, child abuse reports have increased 85% and the number of victims has increased 38%, so the need for services is increasing.