



CLATSOP COUNTY

BOARD OF COMMISSIONERS AGENDA WORK SESSION & REGULAR MEETING

Judge Guy Boyington Building, 857 Commercial
St., Astoria

Wednesday, April 08, 2020

BOARD OF COMMISSIONERS:

Kathleen Sullivan, Dist. 4 – Chair
Sarah Nebeker, Dist. 2 – Vice Chairperson
Mark Kujala, Dist. 1
Pamela Wev, Dist. 3
Lianne Thompson, Dist. 5

commissioners@co.clatsop.or.us

CONTACT:

800 Exchange, Suite 410
Astoria, OR 97103
Phone (503) 325-1000
Fax (503) 325-8325

www.co.clatsop.or.us

WORK SESSION: 5:00 PM

Work Sessions are an opportunity for Board members to discuss issues informally with staff and invited guests. The Board encourages members of the public to attend Work Sessions and listen to the discussion, but there is generally no opportunity for public comment.

Board Communication {10 min}

Discuss Formal Agenda {5 min}

TOPICS:

1. COVID-19 Update {15 min}
 2. COVID-19 Social Services Funding {20 min}
-

REGULAR MEETING: 6:00 PM

The Board of Commissioners, as the Governing Body of Clatsop County, all County Service Districts for which this body so acts, and as the Clatsop County Local Contract Review Board, is now meeting in Regular Session.

FLAG SALUTE

ROLL CALL

AGENDA APPROVAL

PROCLAMATION

3. Child Abuse Prevention Month {Page 3}

BUSINESS FROM THE PUBLIC – *Individuals may present comments to the Board via email commissioners@co.clatsop.or.us by 3 p.m. on the day of the meeting to submit for the record.*

CONSENT CALENDAR

4. IGA – Amendment # 8 with Oregon Health Authority (OHA) {Page 4}
5. R & O for Application to Local Government Grant Program {Page 18}
6. Board of Commissioners Special Meeting Minutes 3-16-20 {Page 21}

7. Board of Commissioner Special Meeting Minutes 3-22-20 {Page 23}

COMMISSIONER'S LIAISON REPORTS

COUNTY MANAGER'S REPORT

BUSINESS AGENDA

8. Appointment of Budget Committee Members {Page 25}

GOOD OF THE ORDER

ADJOURNMENT

Agenda packets also available online at www.co.clatsop.or.us

This meeting is accessible to persons with disabilities or persons who wish to attend but do not have computer access or cell phone access. Please call 325-1000 if you require special accommodations at least 48 hours prior to the meeting in order to participate.

**THE BOARD OF COUNTY COMMISSIONERS
FOR CLATSOP COUNTY, OREGON**

IN THE MATTER OF PROCLAIMING)
APRIL 2020 TO BE CHILD ABUSE) **RESOLUTION AND ORDER**
PREVENTION MONTH)

WHEREAS, every child is precious and deserves to grow up in a healthy, safe, nurturing environment free from the dangers and harmful effects of child abuse and neglect; and

WHEREAS, child abuse and neglect impacts our entire society and can cause traumatic psychological, emotional and physical harm, resulting in long-term economic and societal costs; and

WHEREAS, child-focused prevention and intervention programs offer positive alternatives and outcomes for children and encourage families to develop strong, durable ties to their communities; and

WHEREAS, child abuse prevention succeeds through partnerships among parents, child-welfare agencies, mental and physical health care providers, schools, law enforcement agencies, churches, businesses and community members by fostering loving, supportive and violence-free homes; and

WHEREAS, all citizens need to be more aware of the effects of child abuse, neglect, and prevention in order to encourage and model healthy parenting in healthy communities,

NOW, THEREFORE, we Clatsop County Board of Commissioners do hereby proclaim the month of April, 2020, as:

Child Abuse Prevention Month

in Clatsop County.

DATED this 8th day of April, 2020

BOARD OF COUNTY COMMISSIONERS
FOR CLATSOP COUNTY, OREGON

Kathleen Sullivan, Chairperson

Board of Commissioners Clatsop County

AGENDA ITEM SUMMARY

April 8, 2020

Issue/ Agenda Title:	Intergovernmental Agreement – Contract # 159804 Amendment # 8 between Oregon Health Authority (OHA) and Clatsop County Department of Public Health
Category:	Consent Calendar
Prepared By:	Robyn Doré, Fiscal Coordinator, Public Health
Presented By:	Michael McNickle, Director, Public Health

Issues Before the Commission:	Request of Authorization for County Manager to approve Amendment # 8 under Contract # 159804 between Oregon Health Authority (OHA) and Clatsop County Dept. of Public Health for a total of \$ 58,576.00.
--------------------------------------	---

Informational Summary:	March 13, 2020 the executive committee of CLHO met to approve \$3,640,000 funding to local public health authorities to assist with the costs of COVID-19 response. These funds are derived from the \$5M emergency board request that was approved by the Oregon legislature on Monday, March 9, 2020.
-------------------------------	---

Fiscal Impact:	Amendment # 8 has provided funding to support Clatsop County's Public Health response to COVID-19 in the amount of \$ 58,576.00. Oregon Health Authority (OHA) will pay the full amount upon execution of the amendment.
-----------------------	--

Options to Consider:

1. Approve the IGA Contract # 159804 Amendment # 8
2. Do not approve the Intergovernmental Agreement Amendment # 8

Staff Recommendation: Option # 1

Recommended Action:

Approve the OHA/Clatsop County Department of Public Health Intergovernmental Agreement No. 159804 Amendment No. 8, authorizing the County Manager to sign the agreement as set forth.

Attachment List

- A. Copy of Intergovernmental Agreement 159804-8
- B. Resolution and Order
- C. Schedule A

Agreement #159804



**EIGHTH AMENDMENT TO OREGON HEALTH AUTHORITY
2019-2021 INTERGOVERNMENTAL AGREEMENT FOR THE
FINANCING OF PUBLIC HEALTH SERVICES**

In compliance with the Americans with Disabilities Act, this document is available in alternate formats such as Braille, large print, audio recordings, Web-based communications and other electronic formats. To request an alternate format, please send an e-mail to dhs-oha.publicationrequest@state.or.us or call 503-378-3486 (voice) or 503-378-3523 (TTY) to arrange for the alternative format.

This Eighth Amendment to Oregon Health Authority 2019-2021 Intergovernmental Agreement for the Financing of Public Health Services, effective July 1, 2019, (as amended the "Agreement"), is between the State of Oregon acting by and through its Oregon Health Authority ("OHA") and Clatsop County, ("LPHA"), the entity designated, pursuant to ORS 431.003, as the Local Public Health Authority for Clatsop County.

RECITALS

WHEREAS, OHA and LPHA wish to modify the set of Program Element Descriptions set forth in Exhibit B of the Agreement

WHEREAS, OHA and LPHA wish to e.g. modify the Fiscal Year 2020 (FY20) Financial Assistance Award set forth in Exhibit C of the Agreement.

NOW, THEREFORE, in consideration of the premises, covenants and agreements contained herein and other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the parties hereto agree as follows

AGREEMENT

- Exhibit A "Definitions", Section 18 "Program Element" is amended to add Program Element titles and funding source identifiers as follows:

PE NUMBER AND TITLE • SUB-ELEMENT(S)	FUND TYPE	FEDERAL AGENCY/ GRANT TITLE	CFDA#	HIPAA RELATED (Y/N)	SUB- RECIPIENT (Y/N)
PE 01-01 State Support for Public Health (SSPH)	GF	N/A	N/A	N	N
• PE 01-03 ACDP - Adult Viral Hepatitis	FF	CDC/Adult Viral Hepatitis	93.270	N	Y
• PE 01-04 LPHA COVID-19 Response	GF	N/A	N/A	N	N

- Exhibit B Program Element #01 "State Support for Public Health" is hereby superseded and replaced in its entirety by Attachment A attached hereto and incorporated herein by this reference.
- Section 1 of Exhibit C entitled "Financial Assistance Award" of the Agreement for FY20 is hereby superseded and replaced in its entirety by Attachment B attached hereto and incorporated herein by this reference. Attachment B must be read in conjunction with Section 3 of Exhibit C.
- LPHA represents and warrants to OHA that the representations and warranties of LPHA set forth in Section 2 of Exhibit E of the Agreement are true and correct on the date hereof with the same effect as if the date hereof.

Agenda Item # 4.

DOCUMENT RETURN STATEMENT

Please complete the following statement and return with the completed signature page and the Contractor Data and Certification page and/or Contractor Tax Identification Information (CTII) form, if applicable.

If you have any questions or find errors in the above referenced Document, please contact the contract specialist.

Document number: 159804-8 , hereinafter referred to as "Document."

I, Don Bohn County Manager
Name Title

received a copy of the above referenced Document, between the State of Oregon, acting by and through the Department of Human Services, the Oregon Health Authority, and

Clatsop County Dept of Public Health by email.

Contractor's name

On 3/17/20 ,
Date

I signed the electronically transmitted Document without change. I am returning the completed signature page, Contractor Data and Certification page and/or Contractor Tax Identification Information (CTII) form, if applicable, with this Document Return Statement.

Authorizing signature

Date

Please attach this completed form with your signed document(s) and return to the contract specialist via email.

OHA - 2019-2021 INTERGOVERNMENTAL AGREEMENT - FOR THE FINANCING OF PUBLIC HEALTH SERVICES

5. Capitalized words and phrases used but not defined herein shall have the meanings ascribed thereto in the Agreement.
6. Except as amended hereby, all terms and conditions of the Agreement remain in full force and effect.
7. The parties expressly ratify the Agreement as herein amended.
8. This Amendment may be executed in any number of counterparts, all of which when taken together shall constitute one agreement binding on all parties, notwithstanding that all parties are not signatories to the same counterpart. Each copy of this Amendment so executed shall constitute an original.
9. This Amendment becomes effective on the date of the last signature below.

IN WITNESS WHEREOF, the parties hereto have executed this Amendment as of the dates set forth below their respective signatures.

10. **Signatures.**

STATE OF OREGON ACTING BY AND THROUGH ITS OREGON HEALTH AUTHORITY (OHA)

By: _____
Name: /for/ Lillian Shirley, BSN, MPH, MPA
Title: Public Health Director
Date: _____

CLATSOP COUNTY LOCAL PUBLIC HEALTH AUTHORITY

By: _____
Name: Don Bohn
Title: County Manager
Date: _____

DEPARTMENT OF JUSTICE – APPROVED FOR LEGAL SUFFICIENCY

Exempt per Executive Order 20-03, "Declaration of Emergency Due to Coronavirus (COVID-19) Outbreak in Oregon".

REVIEWED BY OHA PUBLIC HEALTH ADMINISTRATION

By: _____
Name: Derrick Clark (or designee)
Title: Program Support Manager
Date: _____

Attachment A
Program Element Description

Program Element #01: State Support for Public Health (SSPH)

1. **Description.** Funds provided under this Agreement for this Program Element may only be used in accordance with, and subject to, the requirements and limitations set forth below, to operate a Communicable Disease control program in LPHA's service area that includes the following components: (a) epidemiological investigations that report, monitor and control Communicable Disease, (b) diagnostic and consultative Communicable Disease services, (c) early detection, education, and prevention activities to reduce the morbidity and mortality of reportable Communicable Diseases, (d) appropriate immunizations for human and animal target populations to control and reduce the incidence of Communicable Diseases, and (e) collection and analysis of Communicable Disease and other health hazard data for program planning and management.

Communicable Diseases affect the health of individuals and communities throughout Oregon. Disparities exist for populations that are at greatest risk, while emerging Communicable Diseases pose new threats to everyone. The vision of the foundational Communicable Disease Control program is to ensure that everyone in Oregon is protected from Communicable Disease threats through Communicable Disease and Outbreak reporting, investigation, and application of public health control measures such as isolation, post-exposure prophylaxis, education, or other measures as warranted by investigative findings.

All changes to this Program Element are effective upon receipt of grant award unless otherwise noted in Exhibit C of the Financial Assistance Award.

2. **Definitions Specific to State Support for Public Health**

- a. **Case:** A person who has been diagnosed by a health care provider, as defined in OAR 333-017-0000, as having a particular disease, infection, or condition as described in OAR 333-018-0015, or whose illness meets defining criteria published in the OHA's Investigative Guidelines.
- b. **Communicable Disease:** A disease or condition, the infectious agent of which may be transmitted to and cause illness in a human being.
- c. **Outbreak:** A significant or notable increase in the number of Cases of a disease or other condition of public health importance (ORS 431A.005).
- d. **Reportable Disease:** Any of the diseases or conditions specified in Oregon Administrative Rule 333-018-0015.

3. **Program Components.** Activities and services delivered under this Program Element align with Foundational Programs and Foundational Capabilities, as defined in [Oregon's Public Health Modernization Manual](http://www.oregon.gov/oha/PH/ABOUT/TASKFORCE/Documents/public_health_modernization_manual.pdf), (http://www.oregon.gov/oha/PH/ABOUT/TASKFORCE/Documents/public_health_modernization_manual.pdf) as well as with public health accountability outcome and process metrics (if applicable) as follows:

- a. **Foundational Programs and Capabilities** (As specified in Public Health Modernization Manual)

Program Components	Foundational Program					Foundational Capabilities						
	CD Control	Prevention and health promotion	Environmental health	Population Health	Access to clinical preventive services Direct services	Leadership and organizational competencies	Health equity and cultural responsiveness	Community Partnership Development	Assessment and Epidemiology	Policy & Planning	Communications	Emergency Preparedness and Response
Asterisk (*) = Primary foundational program that aligns with each component X = Other applicable foundational programs						X = Foundational capabilities that align with each component						
Epidemiological investigations that report, monitor and control Communicable Disease (CD).	*						X		X			X
Diagnostic and consultative CD services.	*								X			
Early detection, education, and prevention activities.	*						X		X		X	
Appropriate immunizations for human and animal target populations to reduce the incidence of CD.	*			X			X					
Collection and analysis of CD and other health hazard data for program planning and management.	*						X		X	X		X

- b. **The work in this Program Element helps Oregon's governmental public health system achieve the following Public Health Accountability Metric:**

Gonorrhea rates

- c. **The work in this Program Element helps Oregon's governmental public health system achieve the following Public Health Modernization Process Measure:**

(1) Percent of gonorrhea Cases that had at least one contact that received treatment; and

(2) Percent of gonorrhea Case reports with complete "priority" fields.

- 4. **Procedural and Operational Requirements.** By accepting and using the Financial Assistance awarded under this Agreement and for this Program Element, LPHA agrees to conduct activities in accordance with the following requirements:

- a. LPHA must operate its Communicable Disease program in accordance with the Requirements and Standards for the Control of Communicable Disease set forth in ORS Chapters 431, 432, 433 and 437 and OAR Chapter 333, Divisions 12, 17, 18, 19 and 24, as such statutes and rules may be amended from time to time.
- b. LPHA must use all reasonable means to investigate in a timely manner all reports of Reportable Diseases, infections, or conditions. To identify possible sources of infection and to carry out appropriate control measures, the LPHA Administrator shall investigate each report following procedures outlined in OHA's Investigative Guidelines or other procedures approved by OHA. OHA may provide assistance in these investigations, in accordance with OAR 333-019-0000. Investigative guidelines are available at:
<http://www.oregon.gov/oha/PH/DiseasesConditions/CommunicableDisease/ReportingCommunicableDisease/ReportingGuidelines/Pages/index.aspx>
- c. As part of its Communicable Disease control program, LPHA must, within its service area, investigate the Outbreaks of Communicable Diseases, institute appropriate Communicable Disease control measures, and submit required information regarding the Outbreak to OHA in Orpheus as prescribed in OHA CD Investigative Guidelines available at:
<http://www.oregon.gov/oha/PH/DiseasesConditions/CommunicableDisease/ReportingCommunicableDisease/ReportingGuidelines/Pages/index.aspx>
- d. LPHA must establish and maintain a single telephone number whereby physicians, hospitals, other health care providers, OHA and the public can report Communicable Diseases and Outbreaks to LPHA 24 hours a day, 365 days a year. LPHA may employ an answering service or 911 system, but the ten-digit number must be available to callers from outside the local emergency dispatch area, and LPHA must respond to and investigate reported Communicable Diseases and Outbreaks.
- e. LPHA must attend Communicable Disease 101 and Communicable Disease 303 training.
- f. LPHA must attend monthly Orpheus user group meetings or monthly Orpheus training webinars.

OHA - 2019-2021 INTERGOVERNMENTAL AGREEMENT - FOR THE FINANCING OF PUBLIC HEALTH SERVICES

- g. The following must be delivered in accordance with the indicated procedural and operational requirements:

1. COVID-19

LPHA must:

- Submit a budget plan and narrative within 30 days of receiving award. Refer to LPHA COVID-19 Budget Guidance document for terms and conditions.
- OHA will send “Budget Narrative Template”, “Budget Guidance” and any other applicable documents that OHA may identify.

5. **General Revenue and Expense Reporting.** LPHA must complete an “Oregon Health Authority Public Health Division Expenditure and Revenue Report” located in Exhibit C of the Agreement. These reports must be submitted to OHA each quarter on the following schedule:

Fiscal Quarter	Due Date
First: July 1 – September 30	October 30
Second: October 1 – December 31	January 30
Third: January 1 – March 31	April 30
Fourth: April 1 – June 30	August 20

6. **Reporting Requirements.** Not applicable.

7. **Performance Measures.**

LPHA must operate its Communicable Disease control program in a manner designed to make progress toward achieving the following Public Health Modernization Process Measures:

- a. Percent of gonorrhea Cases that had at least one contact that received treatment; and
- b. Percent of gonorrhea Case reports with complete “priority” fields.

Attachment B
Financial Assistance Award (FY19)

State of Oregon Oregon Health Authority Public Health Division				Page 1 of 3
1) Grantee Name: Clatsop County Street: 820 Exchange, Suite 100 City: Astoria State: OR Zip Code: 97103		2) Issue Date March 16, 2020	This Action AMENDMENT FY 2020	
		3) Award Period From July 1, 2019 Through June 30, 2020		
4) OHA Public Health Funds Approved				
Program	Award Balance	Increase/ (Decrease)	New Award Bal	
PE01-01 State Support for Public Health	47,343	0	47,343	
PE01-04 COVID19 Response	0	58,576	58,576	
PE12 Public Health Emergency Preparedness and Response (PHEP)	76,549	0	76,549	
PE13-01 Tobacco Prevention and Education Program (TPEP)	122,342	0	122,342	
PE27-01 PDOP - Prescription Drug Overdose (PDO)	5,090	0	5,090	
PE27-04 PDOP Naloxone Project (SOR)	50,000	0	50,000	
PE27-05 PDOP Bridge (PDO/SOR)	41,665	0	41,665	
PE27-06 PDOP Planning	41,667	0	41,667	
PE36 Alcohol & Drug Prevention Education Program (ADPEP)	61,250	0	61,250	
PE40-01 WIC NSA: July - September	39,835	0	39,835	
PE40-02 WIC NSA: October - June	119,506	0	119,506	
PE40-05 Farmer's Market	733	0	733	
PE42-03 MCAH Perinatal General Funds & Title XIX	2,066	0	2,066	
PE42-04 MCAH Babies First! General Funds	6,604	0	6,604	
PE42-06 MCAH General Funds & Title XIX	3,876	0	3,876	
PE42-07 MCAH Title V (July-Sept)	5,231	0	5,231	
PE42-08 MCAH Title V (Oct-June)	15,692	0	15,692	
PE43 Public Health Practice (PHP) - Immunization Services (Vendors)	12,988	0	12,988	

State of Oregon Oregon Health Authority Public Health Division			Page 2 of 3
1) Grantee Name: Clatsop County Street: 820 Exchange, Suite 100 City: Astoria State: OR Zip Code: 97103	2) Issue Date March 16, 2020	This Action AMENDMENT FY 2020	
		3) Award Period From July 1, 2019 Through June 30, 2020	
4) OHA Public Health Funds Approved			
Program	Award Balance	Increase/ (Decrease)	New Award Bal
PE44-01 SBHC Base	60,000	0	60,000
PE46-02 RH Community Participation & Assurance of Access (July - Mar)	0	0	0
PE46-03 RH Community Participation & Access (State Funds)	15,335	0	15,335
PE46-04 RH Community Participation & Access Federal Funds (July-Mar)	600	0	600
PE50 Safe Drinking Water (SDW) Program (Vendors)	11,197	0	11,197
PE51 Public Health Modernization Implementation	12,500	0	12,500
PE51-01 LPHA Leadership, Governance and Program Implementation	40,971	0	40,971
PE51-02 Regional Partnership Implementation	165,819	0	165,819
	958,859	58,576	1,017,435
5) Foot Notes:			
PE01-01	1	Initial SFY20: Award is estimated for July 1-September 30, 2019 and will be paid out at 1/3rd. Awards will be amended pending approval of the State budget.	
PE01-01	2	8/2019: SFY20 Award amended for increase for July 1, 2019-June 30, 2020. Previous footnotes are void and replaced by this one.	
PE01-04	1	3/2020: SFY20 COVID-19 Funding 1/21/2020-6/30/2020. Must submit a budget and narrative within 30 days of award using OHA-PHD provided format. Unspent funds may be eligible for carry forward from FY20 to FY21. R/E report due by August 20, 2020.	
PE13-01	1	Initial SFY20: Award is 3 months (July-September 2019) of bridge TPEP funding and will be paid out at 1/3rd	
PE13-01	2	8/2019: Award is 5 months (July-November 2019) of bridge TPEP funding and will be paid out at 1/5th, all previous footnotes are void and replaced by this one.	
PE40-05	1	7/2019: Funding available SFY2020 July - December 2019	
PE42-07	1	Initial SFY20: LPHA shall not use more than 10% of the Title V funds awarded for a particular MCAH Service on indirect costs. See PE42 language under 4. a. (3) Funding Limitations for details.	
PE42-08	1	Initial SFY20: LPHA shall not use more than 10% of the Title V funds awarded for a particular MCAH Service on indirect costs. See PE42 language under 4. a. (3) Funding Limitations for details.	
PE46-03	1	7/2019: Funding is for July 15, 2019 - June 30, 2020	
PE46-04	1	7/2019: Funding for July 1-14, 2019	
PE51	1	Initial SFY20: Initial award is estimated for July 1-September 30, 2019 and will be paid out at 1/3rd. Awards will be amended pending approval of the State budget.	

OHA - 2019-2021 INTERGOVERNMENTAL AGREEMENT - FOR THE FINANCING OF PUBLIC HEALTH SERVICES

State of Oregon Oregon Health Authority Public Health Division				Page 3 of 3
1) Grantee Name: Clatsop County Street: 820 Exchange, Suite 100 City: Astoria State: OR Zip Code: 97103		2) Issue Date March 16, 2020	This Action AMENDMENT FY 2020	
		3) Award Period From July 1, 2019 Through June 30, 2020		
4) OHA Public Health Funds Approved				
Program	Award Balance	Increase/ (Decrease)	New Award Bal	
PE51 2	9/2019: SFY20 award is for the period of 7/1/19 to 9/30/19 only. Previous footnotes are void and replaced by this one.			
PE51-01 1	9/2019: Funding is for period of October 1, 2019-June 30, 2020			
PE51-02 1	9/2019: Funding is for period of October 1, 2019-June 30, 2020			
6) Comments: PE01-04 3/2020: SFY20 COVID-19 Funding 1/21/2020-6/30/2020 PE12 11/2019: \$2,262 award increase for scholarship funding for Oregon Prepared or OR-Epi PE13-01 8/2019: Amending to add 2 months of funding (total award is now for July-November 2019) PE13-01 11/2019: Amending award total to \$125,000 for SFY20 (July 2019-June2020) All previous footnotes and comments are void and replaced by this one. PE13-01 1/2020: Amending award total to \$122,342 for SFY20 all previous footnotes/comments are void and replaced by this one PE27-01 Initial SFY20: \$15,916 In FY20, Available 7/1/19-8/31/19 ONLY, Is Balance (2/12THS) Of PDO Year 4 Funding PE27-01 2/2020: Deobligate \$10,825.65 of unspent funds based on Q1 R/E report, funding was limited to Jul-Aug 2019 only. PE27-04 8/2019: \$50,000 in FY20 Available 9/1/19-6/30/20. PE27-05 8/2019: \$41,665 in FY20 Available 9/1/19-1/31/20. PE27-06 12/2019: Award of \$41,666.65 in SFY20 Available 2/1/20-6/30/20 PE40-01 Initial SFY20: spend \$7,967 Nutrition Education, \$1,566 Breastfeeding Promotion by 9/30/19 PE40-02 Initial SFY20: spend \$23,901 Nutrition Education, \$4,697 Breastfeeding Promotion by 6/30/20 PE44-01 1/2020: \$60,000 award is for January-June 2020 and will be paid out in 1/6th increments PE46-02 7/2019: Reducing award to \$0 and re-allocating award to PE46-03 and PE46-04 PE46-03 7/2019: State Funding for July 15, 2019 – June 30, 2020 PE46-04 7/2019: Federal Funding for July 1 – July 14, 2019 only PE51 Initial SFY20: Estimated Award for July 1, 2019 - September 30, 2019 PE51-02 12/2019: Adding \$30,819 for the period of 10/01/19 to 6/30/20				
7) Capital outlay Requested in this Action: Prior approval is required for Capital Outlay. Capital Outlay is defined as an expenditure for equipment with a purchase price in excess of \$5,000 and a life expectancy greater than one year.				
PROGRAM	ITEM DESCRIPTION	COST	PROG APPROV	

IN THE BOARD OF COUNTY COMMISSIONERS
FOR CLATSOP COUNTY, OREGON

In the matter of the adjustment of the fiscal)	
year 2019-20 budget and appropriations by)	RESOLUTION AND ORDER
authorizing expenditure of unanticipated grant)	
revenue from the Oregon Health Authority)	
for Contract 159804 Amendment # 8)	

It appearing to the Board that there is a need to make adjustments in the fiscal year 2019-20 by authorizing expenditure of unanticipated grant revenue awarded to The Public Health Department.

Where as the need for said adjustments, the purpose of the authorized expenditures and the amount of appropriations adjustments, is more particularly described in the Schedule of Revenue and Appropriation Adjustments attached hereto and incorporated herein as Schedule "A"; and

Where as it appearing to the Board that such adjustments are allowed pursuant to ORS 294.338(3); now, therefore, it is

RESOLVED AND ORDERED that the Schedule of Revenue and Appropriation Adjustments attached hereto as Schedule "A" be approved.

ADOPTED AND APPROPRIATED this 8th day of April 2020.

BOARD OF COUNTY COMMISSIONERS
FOR CLATSOP COUNTY, OREGON

Chair

SCHEDULE A
SCHEDULE OF APPROPRIATION ADJUSTMENTS

I. ADJUSTMENTS INVOLVING UNANTICIPATED GRANT REVENUE

<u>Organizational Unit/Fund</u>	<u>Increase</u>	<u>Decrease</u>
PH Emergency Preparedness 007/4170/81-4509	\$ 58,576.00	
007/4170/82-2489	\$ 58,576.00	

Comment: Per IGA 159804 Amendment 8, Funding is for 1/21/20 – 6/30/20.
Unspent funds may be eligible for carry forward from FY19/20 to FY20/21 however we believe that all funds will be expensed within FY19/20.

We are requesting budget authority to receive and expend the grant dollars in FY 2019-20.

Prepared By: Robyn Doré, Public Health Fiscal Coordinator

Board of Commissioners Clatsop County

AGENDA ITEM SUMMARY

April 8, 2020

Issue/ Agenda Title:	R & O for Application to Local Government Grant Program
Category:	Consent Calendar
Prepared By:	Steve Meshke, Natural Resources Manager
Presented By:	Steve Meshke, Natural Resources Manager

Issues Before the Commission:	Request approval of the Resolution and Order so the Parks Department may apply to the Local Government Grant Program through Oregon State Parks for the installation of a new vaulted toilet restroom in Klootchey Creek County Park.
--------------------------------------	---

Informational Summary:	We are pursuing a grant from the Local Government Program through Oregon State Parks for the new restroom facility for Klootchey Creek County Park. Over the past year we have been working with the Northwest Trails Alliance on the construction of a mountain bike trail system that uses the park as the main trail head. The bike trails venture out onto the adjacent land owner's property which is owned by Greenwood Resources. The master plan for the mountain bike trail system shows up to 40 miles of mountain bike riding opportunity upon trail completion. With this new recreation attraction to the park, and expected increase in park visitors, the Park's Department is looking to improve the restroom facilities at this park site. Currently we only have portable toilet units at the park to provide toilet service for the park users. These portable units are easily vandalized and tipped over which is an inconvenience to parks users and parks staff. The new restroom will be a vaulted style toilet made by CTX. These units are a concrete building with two separate rooms. They are made to withstand the weather and vandalism, which will provide a more reliable and usable restroom for park users.
-------------------------------	--

Fiscal Impact:	The total estimated cost of the restroom project is \$60,000. The grant requires a 50% match, so the County's final cost will be \$30,000. This is a reimbursement grant program, so the County must pay the full construction cost before reimbursement. The total cost of the project will be budgeted under the FY 2020-21 Parks Department Budget with funds from the Special Projects Funds. The Recreation Land Planning Advisory Committee supports this project and funding request.
-----------------------	--

Options to Consider:

1. Approve the Resolution and Order for the application to the grant program
2. Do not approve the Resolution and Order and fund the entire project with County Funds

Staff Recommendation: Option #1

Recommended Action:

“Approve the Resolution and Order authorizing application to the Local Government Grant Program through the Oregon State Parks and Recreation Department for the new restroom installation project at Klootchey Creek County Park.”

Attachment List

- A. Resolution of Order Authorizing Application for Grant Program
- B.
- C.

IN THE BOARD OF COUNTY COMMISSIONERS
FOR CLATSOP COUNTY, OREGON

In the Matter of Authorizing the Clatsop)
County Parks Department to Apply for a)
Local Government Grant from the Oregon)
Parks and Recreation Department for)
The restroom installation project at)
Kloutchy Creek County Park)

RESOLUTION AND ORDER

WHEREAS, the Oregon Parks and Recreation Department is accepting applications for the Local Government Grant Program; and

WHEREAS, Clatsop County Parks Department desires to participate in this grant program to the greatest extent possible as a means of providing needed park and recreation improvements and enhancements; and

WHEREAS, the Board of County Commissioners and Staff have identified improvements at Kloutchy Creek County Park as a high priority need in Clatsop County; and

WHEREAS, Clatsop County Parks Department desires to install a new permanent restroom facility and improve ADA access to the restrooms in Kloutchy Creek Park; and

WHEREAS, Clatsop County Parks Department has available local matching funds to fulfill its share of the obligation related to this grant application should the grant be awarded; and hereby certifies that the matching share for this application is readily available at this time; and

Now, THEREFORE, IT IS HEREBY RESOLVED AND ORDERED that Clatsop County Parks Department be authorized to apply for a Local Government Grant from the Oregon Parks and Recreation Department for installation of a permanent restroom facility and improve ADA access to the restrooms in Kloutchy Creek Park; and

Dated this _____ day of April 8, 2020

BOARD OF COUNTY COMMISSIONERS
FOR CLATSOP COUNTY, OREGON

Kathleen Sullivan, Chair

**Clatsop County
Board of Commissioners
Minutes
Monday, March 16, 2020**

SPECIAL MEETING: 6:00 PM

ROLL CALL

PRESENT

Commissioner Lianne Thompson

VIA TELEPHONE

Chair Kathleen Sullivan

Commissioner Sarah Nebeker

Commissioner Mark Kujala

Commissioner Pam Wev

BUSINESS AGENDA

1. Declare an Emergency Related to COVID-19

Don Bohn, County Manager, asked Mike McNickle, Public Health Director, to give an update on the current COVID-19 situation. McNickle said there are currently no cases in the county. He will be the first to be notified and they will immediately do some contact tracking and quarantine if necessary. They are trying to address the shortage of personal protective equipment. McNickle said they are frequently getting public notices out. He is glad that the issue of declaring an emergency is considered.

Sullivan asked if Public Health is having phone calls with the Governor. McNickle said they are having phone calls with the Local Public Health Authority.

Nebeker asked how the message of social distancing was going to go out to the county. McNickle said they have an active Facebook page and also the messaging is on the county website. Bohn said they are working closely with the city partners to get the messaging out to them as well. Nebeker requested that the messaging include for the people to pass on the messaging.

Bohn said the authority for the declaration gives the Board the ability to declare curfews; prohibit or limit public gatherings; contract for mutual aid agreements, suspend competitive bidding procedures; redirect county funds for emergency use and order all other measures which is necessary to protect life, the environment and property. Bohn said he wants the county to be a good example for others and so the county will be closing the county offices to walk in traffic until April 10th. The offices will be open by appointment only and for urgent needs. He would like to cancel all advisory board meetings which would include workshops and training sessions.

Bohn suggested the Board conduct regular meetings via phone. The agendas will be

1 modified. The Fairgrounds has suspended all events until April 10th. All county
2 employees will stay on the job but could be modified. There will be some budget
3 adjustments coming forward.

4 Thompson said the internet may get overloaded and so asking people to participate
5 via telephone/internet may not be an option.

6 Wev asked about staff who work outside of their offices. Public Works will still be
7 working on the roads, Sheriff's office will still be out working. McNickle said home
8 visiting can take place via telephone and they will still get reimbursed. Most of the
9 pools are not operating and the food establishments will still be inspected because
10 they are still doing business for take-out only.

11 *Motion: "Adopt the Resolution and Order Declaring an Emergency in Clatsop County*
12 *through May 1, 2020."*

13 *Motion made by Commissioner Thompson, Seconded by Commissioner Nebeker.*
14 *Voting Yea: Commissioner Nebeker, Commissioner Thompson, Commissioner*
15 *Kujala, Commissioner Wev, Chair Sullivan*

16 Bohn said there has been a lot of work done planning for the coronavirus and the
17 county will work on getting the list out to folks so that they know. It may not have the
18 specifics but at least people will know the county is working on a plan. McNickle said
19 they are doing their best at media messaging. Bohn said there are plans if the
20 hospitals reach their capacity. Kujala said unless you will be hospitalized, do not go
21 to the emergency room.

22 Thompson asked if there will be any impact on the May election. Bohn said having a
23 vote by mail will help us. At this time, the election will go on as planned. If that
24 changes, it is the Secretary of State's office who makes that call.

25 26 **ADJOURNMENT**

27 1:43 PM

28
29 Approved by,

30
31
32
33 _____
Kathleen Sullivan, Chairperson

**Clatsop County
Board of Commissioners
Minutes
Sunday, March 22, 2020**

SPECIAL MEETING: 1:30 PM

ROLL CALL

VIA TELEPHONE

Chair Kathleen Sullivan
Commissioner Sarah Nebeker
Commissioner Lianne Thompson
Commissioner Mark Kujala
Commissioner Pam Wev

BUSINESS AGENDA

1. Emergency Order #1

Don Bohn, County Manager, said this emergency order has been prepared in collaboration with staff from the Public Health Department, Sheriff's Office, Incident Management Team, County Manager's office and County Counsel. The order bans camping within the urban/unincorporated areas and in the incorporated areas if they don't already have their own emergency declaration. There are some conditions to account for camp hosts, employees of the parks and persons employed in Clatsop County. Short term rentals and hotels are banned during the duration of this order with the exception that lodging is being paid by their employer. Essential workers will be able to stay in the hotels as part of a function of their employment. All pools, spas and other public bathing facilities are closed immediately for the duration of this order. All others, will go into force as of March 23rd. This is written for a 14 day period which can be extended by the County Manager.

Reynolds reiterated that the Board is also meeting as the Local Public Health Authority and is enacting this order both as the Board of County Commissioners and as the Local Public Health Authority.

Motion: "Approve Emergency Order #1."

Motion made by Commissioner Thompson, Seconded by Commissioner Wev.

Bohn confirmed that this order does not apply to any municipality who has declared an emergency but hasn't provided for these specific provisions themselves.

Nebeker is concerned that if the cities and county do not have the same language that people are going to be looking for holes in the regulations. Bohn said there are slight variations but they do all effectively say the same thing. The county has been

1 coordinating with the cities but different folks write them differently. Bohn doesn't think it
2 will create an enforcement or communication issue.

3 Thompson asked if there is anything that can be done about the beaches and Reynolds
4 said the county has no authority on the beaches. Bohn said part of the media campaign
5 is to reinforce for people to stay home. Thompson suggested closing off county roads
6 that provide access to the beaches. Thompson heard that the people interpreted the
7 Governor saying to come to the beaches now. Kujala agreed that that was the
8 Governor's message and he said she failed her coastal communities by not issuing an
9 order to stay home. He said it shouldn't be local government or counties to act one by
10 one.

11 Reynolds said Lincoln County is requesting a coastal wide consensus to convey to the
12 Governor to keep people away from the coast.

13 Nebeker questions closing the beaches to everyone because the locals use the
14 beaches to decompress.

15 Thompson wants to make sure the local news reporters are considered as essential
16 workers because we rely heavily on them to get the news out.

17 *Voting Yea: Commissioner Nebeker, Commissioner Kujala, Commissioner Wev,*
18 *Commissioner Thompson, Chair Sullivan*

19 **ADJOURNMENT**

20 1:53 PM

21
22 Approved by,
23
24

25 _____
26 Kathleen Sullivan, Chairperson

Board of Commissioners Clatsop County

AGENDA ITEM SUMMARY

April 8, 2020

Issue/ Agenda Title:	Appointment of Budget Committee Members
Category:	Business Agenda
Prepared By:	Monica Steele, Assistant County Manager
Presented By:	Monica Steele, Assistant County Manager

Issues Before the Commission: Appointment of Budget Committee Members

Informational Summary: Appointment of Budget Committee members to the vacant seat in District 3 on the County-wide Budget Committee.

There is currently one vacancy on the County-wide Budget Committee for Districts 3; vacancies were advertised beginning in December of 2019 and through February 6, 2020. Staff went back out to advertise the District 3 vacancy from February 27th through March 27th. The district 3 term is an unexpired term and will end in February of 2021.

There were three applicants from the initial advertisement that went unassigned and can be used as a pool. None of these applicants reside within District 3.

The following applications were received including their corresponding districts with which they live:

District 2: Greg Sawyer, Robert Shortman
District 1: Jed Arnold

The following table is a summary of the applicant's years of residency within the county as well as relevant governmental experience for the County-wide Budget Committee vacancies. Additional background information on the applicants can be found on the attached applications.

Applicant / District	Years of Residency	Relevant Government Experience
Greg Sawyer / District 2	6 years	Current County-wide Budget Committee Member for District 2
Robert Shortman / District 2	25	8 Years Gearhart Budget Committee, past Chair.
Jed Arnold / District 1	2	10+ years gov't administration/budget mgmt.

Fiscal Impact: None

Options to Consider:

1. Appointment made by Board
2. Direct staff to resolicit vacancies
3. Leave position vacant

Staff Recommendation: No recommendation

Recommended Motion:

"I move that the Board approve_____ to fill the District 3 county-wide position."

Attachment List

- A. County-wide Applicants

Bryan Hall

Jed Arnold
Allepo Dist #1
Budget
Committee

From: Theresa Dursse
Sent: Friday, February 7, 2020 8:06 AM
To: Monica Steele; Bryan Hall
Subject: FW: Form submission from: Committee Application - Online

Theresa Dursse
Senior Administrative Supervisor
Clatsop County Manager's Office
800 Exchange St., Ste. 410
Astoria, OR 97103
503-338-3621 FAX 503-325-8325

-----Original Message-----

From: Clatsop County Oregon via Clatsop County Oregon <tbennett@co.clatsop.or.us>
Sent: Thursday, February 6, 2020 4:54 PM
To: Theresa Dursse <tdursse@co.clatsop.or.us>
Subject: Form submission from: Committee Application - Online

Submitted on Thursday, February 6, 2020 - 4:53pm Submitted by anonymous user: 174.224.20.139 Submitted values are:

Date: Tue, 02/04/2020

Name: Jed Arnold

Mailing Address:

City: Astoria

Street Address: 834 Erie Ave

Email: jed.t.arnold@gmail.com

Telephone: 5034897533

Current Occupation: Stewardship coordinator Years Resident of County: 2 In which Commissioner District do you reside?

1 Committee, Board or Commission applied for: Budget Committee Background (relevant education, training, experience, etc.): Over tens years of experience in administration of government entities, including work in budget creation and management.

Describe your interest in serving on this Committee, Board or Commission: As I've become more familiar with the way our county government works I've been impressed with how thoroughly citizen involvement is integrated into the county's governance processes. I have also realized that in order for those processes to function efficiently, interested and capable citizens must be willing to volunteer their time and energy for unglamorous but important work. The budgeting process intersects with and impacts every aspect of the county, both inside and outside of the county government, so it is undoubtedly important. It is also a process that is, admittedly, a little lacking in excitement and glamor. So it seems only right that as a person who finds interest in minutia and details that I volunteer my own time to assist in what way I can.

The results of this submission may be viewed at:
<https://www.co.clatsop.or.us/node/2050/submission/2111>

Robert Shortman

2/4/20

Budget Committee
Dist 2

Bryan Hall

From: Theresa Dursse
Sent: Tuesday, February 4, 2020 8:10 AM
To: Monica Steele; Bryan Hall
Subject: FW: Form submission from: Committee Application - Online

Theresa Dursse
Senior Administrative Supervisor
Clatsop County Manager's Office
800 Exchange St., Ste. 410
Astoria, OR 97103
503-338-3621 FAX 503-325-8325

-----Original Message-----

From: Clatsop County Oregon via Clatsop County Oregon <tbenett@co.clatsop.or.us>
Sent: Tuesday, February 4, 2020 6:50 AM
To: Theresa Dursse <tdursse@co.clatsop.or.us>
Subject: Form submission from: Committee Application - Online

Submitted on Tuesday, February 4, 2020 - 6:50am Submitted by anonymous user: 47.7.25.19 Submitted values are:

Date: Mon, 02/03/2020

Name: Robert shortman

Mailing Address: 423 woodland ave

City: Gearhart

Street Address: 423 woodland ave

Email: bshortman@gmail.com

Telephone: 503 738 6474

Current Occupation: Semi retired property manager Years Resident of County: 25 In which Commissioner District do you reside? 2 Committee, Board or Commission applied for: Budget Background (relevant education, training, experience, etc.): 8 years budget committee gearhart, past chairman ran businesses.

Describe your interest in serving on this Committee, Board or Commission:

The results of this submission may be viewed at:

<https://www.co.clatsop.or.us/node/2050/submission/2101>

Grey Sawyer
12/8/19

Bryan Hall

From: Monica Steele
Sent: Monday, December 9, 2019 8:34 AM
To: Theresa Dursse; Bryan Hall
Subject: RE: Form submission from: Committee Application - Online

Budget Committee
Dist 2

Thank you.

Monica Steele
Assistant County Manager / Budget & Finance Director Clatsop County
503-325-8565 x1106
Cell: 503-440-8632
<http://budget.co.clatsop.or.us/#!/year/default>
<http://www.co.clatsop.or.us/finance>
<https://www.co.clatsop.or.us/finance/page/budget-brief-1>

DISCLOSURE NOTICE: Messages to and from this email address may be subject to Oregon Public Records Law.

-----Original Message-----

From: Theresa Dursse
Sent: Monday, December 9, 2019 8:27 AM
To: Monica Steele <MSteele@co.clatsop.or.us>; Bryan Hall <BHall@co.clatsop.or.us>
Subject: FW: Form submission from: Committee Application - Online

Theresa Dursse
Senior Administrative Supervisor
Clatsop County Manager's Office
800 Exchange St., Ste. 410
Astoria, OR 97103
503-338-3621 FAX 503-325-8325

-----Original Message-----

From: Clatsop County Oregon via Clatsop County Oregon <tbennett@co.clatsop.or.us>
Sent: Sunday, December 8, 2019 5:50 PM
To: Theresa Dursse <tdursse@co.clatsop.or.us>
Subject: Form submission from: Committee Application - Online

Submitted on Sunday, December 8, 2019 - 5:49pm Submitted by anonymous user: 47.39.62.198 Submitted values are:

Date: Sun, 12/08/2019
Name: Gregory D. Sawyer
Mailing Address: PO Box 723
City: Seaside
Street Address: 2426 Ocean Vista Drive
Email: gregsawyermdphd@gmail.com
Telephone: 5096540576
Current Occupation: Semi-Retired Psychiatrist.

Agenda Item # 8.

