

MALHEUR COUNTY COURT MINUTES
March 8, 2017

County Court met with Judge Dan Joyce presiding with Commissioner Don Hodge and Commissioner Larry Wilson present. Staff present was Administrative Officer Lorinda DuBois.

Also present was John Braese of the Malheur Enterprise.

HEALTH DEPARTMENT - WIC COORDINATOR

Health Department Director Angela Gerrard met with the Court and discussed the vacant WIC Coordinator position. WIC (Women, Infant and Children) program staffing requirements require: WIC Coordinator, Training Supervisor, Breastfeeding Coordinator, Registered Dietician and Staff to certify and verify eligibility. (The Registered Dietician and Staff to certify and verify eligibility are currently filled.) The WIC Coordinator who retired in December filled the position of WIC Coordinator/Training Supervisor/Breastfeeding Coordinator; required education may be: Registered Dietician (preferred by the State); Bachelor's degree or higher in Health or Nutrition field; Registered Nurse, Physician's Assistant, Nurse Practitioner, or Physician; additionally, specific WIC training is required.

Shelly Dennis joined the session.

Ms. Gerrard reviewed six options for staffing the vacant position she had developed:

Option 1 - Modify the current Registered Dietician's contract; increase FTE (Full Time Equivalent) to 0.8 and increase hourly wage to commensurate with increased responsibility (proposed hourly rate of \$27.50 or other amount as negotiated by County and Registered Dietician). This option would satisfy the required WIC roles for a total of approximately \$54,249 per year. It is the most fiscally conservative option and fills the Coordinator and Registered Dietician roles with one salary. It would provide for a seamless transition with a fully trained, qualified and expert staff member, and allow for the best continuity of program services. (The current Dietician does not receive health insurance so a savings is realized here also.)

Option 2 - Create and hire a 0.8 FTE Registered Dietician position. Starting hourly rate of \$24.31 per hour with an annual cost of approximately \$54,697 per year (calculated for employee-only health insurance). The position would include both the dietician and WIC coordinator duties.

Option 3 - Create and hire a 1.0 FTE Registered Dietician position. Starting hourly rate of \$24.31 per hour with an annual cost of approximately \$68,372 per year (calculated for employee-only health insurance). The position would include both the dietician and WIC coordinator duties, plus the additional day per week would allow for the person to work in other programs in need, such as TPEP.

Option 4 - Create and hire a 0.6 FTE Health Professional position. Starting hourly rate of \$22.06 per hour. This option would still require the continued employment of a registered dietician and the combined salaries would be approximately \$75,521 per year. Education requirement would be a Bachelor's degree or higher in Health or Nutrition.

Option 5 - Create and hire a 1.0 FTE Health Professional position. Starting hourly rate of \$22.06 per hour. This option would also require the continued employment of a registered dietician and the combined salaries would be approximately \$99,602 per year. Education requirement would be a Bachelor's degree or higher in Health or Nutrition. This option would fulfill the WIC roles plus allow additional time for other programs in need.

Option 6 - Hire a 1.0 FTE Registered Nurse. Starting hourly rate of \$24.31 per hour. This option would also require the continued employment of a registered dietician and the combined salaries would be approximately \$105,307 per year. This option also would fulfill the WIC roles plus allow additional time for other programs in need.

Other points to consider: combined costs for the WIC Coordinator and Registered Dietician positions have been roughly \$125,000 per year; the recent retirement of the WIC Coordinator has provided an opportunity to fulfill these roles at a significant lower cost. The State Biennial WIC Review is scheduled for May 2017; if the roles are unfilled the program will be out of compliance. If the position is not filled until the next fiscal year it may be advisable to contract with the Registered Dietician on a temporary basis to provide the WIC Coordinator duties.

Ms. Gerrard answered various questions from the Court members and Ms. DuBois regarding the WIC program and other Health Department programs. It was noted that approximately \$500,000 in General Fund dollars go towards the Health Department annually; Ms. Gerrard acknowledge this and explained that Public Health does cost the County as an agency but it also saves the County a lot of money as a community with the preventative work because a prevention dollar saves an average of five dollars down the line on the treatment of illness and chronic conditions and such.

The Court took the matter under advisement and requested that Ms. Gerrard continue to work with Ms. DuBois regarding the position.

Mr. Braese left the meeting.

COURT MINUTES

Commissioner Wilson moved to approve Court Minutes of March 1, 2017 as written. Commissioner Hodge seconded and the motion passed. (Judge Joyce was not present on March 1, 2017)

SUPPLEMENTAL BUDGET

Commissioner Wilson moved to approve Resolution No. R17-10: In the Matter of Fiscal Year 2016/2017 Supplemental Budget by Resolution Under Local Budget Law ORS 294.471. Commissioner Hodge seconded and the motion passed unanimously. The resolution allocates funding in the amount of \$4,995 from the Oregon Judicial Department Security and Emergency

Preparedness Office for the installation of an exterior security camera on the North side of the courthouse which was received but not anticipated when the adopted budget was prepared. See instrument #[2017-0711](#)

AMENDMENT - GROSVENOR EMPLOYMENT AGREEMENT

Commissioner Hodge moved to approve Second Amendment to Part Time Employment Agreement for Registered Dietician Recorded with the Malheur County Clerk as Instrument Number [2006-4182](#); First Amendment Recorded with Malheur County Clerk as Instrument Number [2008-3865](#) with Lindsey Grosvenor. Commissioner Wilson seconded and the motion passed unanimously. See instrument #[2017-0710](#)

WEED ADVISORY BOARD (WAB)

Commissioner Hodge moved to reappoint Jean Findley to the Malheur County Weed Advisory Board. Commissioner Wilson seconded and the motion passed unanimously.

CROSSING PERMITS

Commissioner Wilson moved to approve Crossing Permit #08-17 to Idaho Power for installation of services for an irrigation pump on Ivy Road #918; Crossing Permit #09-17 to Idaho Power for installation of service for an irrigation pump on Kimball Road #908; and Crossing Permit 10-17 to Idaho Power to replace a pole and switch on Lincoln Drive #903. Commissioner Hodge seconded and the motion passed unanimously. Original permits will be kept on file at the Road Department.

VACANCY - DISPATCH CENTER

Ms. DuBois told the Court that there is a dispatcher vacancy; the Court authorized staff to proceed with the recruitment process.

COURT ADJOURNMENT

Court was adjourned.