

MALHEUR COUNTY BUDGET BOARD MEETING MINUTES

APRIL 23 -24, 2019

The Malheur County Budget Board convened on April 23, 2019 to consider the 2019/2020 budget with Judge Dan Joyce, Commissioner Don Hodge, and Commissioner Larry Wilson present; Budget Board Members present were Richard Eiguren, Ron Haidle, and Rod Price; and Budget Officer Lorinda DuBois. Notice of the meeting was published in the Argus Observer.

Also present was Larry Meyer of the Argus Observer.

BUDGET MESSAGE & APPOINTMENT OF CHAIRMAN

Judge Joyce gave the Budget Message and explained it would be short as the meeting needed to get started: *We appreciate all of the volunteers, you guys coming and spending the two days getting it straightened out; and Lorinda thank you for getting this put together. And so, we'll elect a chair, Richard I believe you're the number one person for this spot, you've got the most experience so we're going to go with you again.*

INFORMATION SERVICES (IS) DEPARTMENT

IS Director Frank Goble and IS Coordinator Josh Kreger met with the Budget Board and discussed Page 3 - Information Services; and Page 83 - IS Tech Fund. Mr. Goble requested the Travel/Training line-item be increased \$250 to allow for travel to the Nyssa office where the County Building Program will be located. It was also noted that there is a large increase in the Licensing line-item as many licensing renewals are due this year (this will occur in several budgets also).

Page 3 - Information Services was approved with the additional \$250 to Travel/Training; and

Page 83 - IS Tech Fund was approved.

Kit Kamo and Linda Rowe joined the meeting. Mr. Eiguren was briefly out of the room.

ASSESSOR

Assessor Dave Ingram met with the Budget Board and discussed Page 5 - Assessor; and Page 67 - GIS Maintenance Fund. Map maintenance expenses with Department of Revenue were down this year.

Page 5 - Assessor; and Page 67- GIS Maintenance Fund were approved.

SREDA

Snake River Economic Development Alliance (SREDA) Executive Director Kit Kamo met with the Budget Board and requested \$5,000 in funding support from the lottery dollars the County receives for economic development uses. SREDA is supported by both public and private entities and helps market a three county/two state community (Washington and Payette Counties, Idaho; Malheur County, Oregon). Ms. Kamo reviewed various projects SREDA has been involved in and the SREDA 2018 Annual Report.

SWCD

Soil and Water Conservation District (SWCD) Director Linda Rowe met with the Budget Board. Ms. Rowe provided an update on the District. SWCD requested maintaining financial support in the amount of \$10,000. Ms. Rowe reviewed various projects and activities SWCD has been involved in. SWCD is a special district; its focus is helping to implement best management practices for soil and water conservation, and water quality for the benefit of the environment and economy in Malheur County. Ms. Rowe also shared information on Oregon Department of Agriculture's (ODA) Agricultural Water Quality Program Strategic Implementation Areas; compliance with the program is required by state law.

COURT SECURITY; DRUG COURT; MEDIATION

Circuit Court Operations Supervisor Sharon Schlupe met with the Budget Board and reviewed Page 60 - Court Facilities Security; Page 61 - State Drug Court Fund; and Page 62 - State Mediation Fund.

Page 60 - Court Facilities Security; Page 61 - State Drug Court Fund; and Page 62 - State Mediation Fund were approved.

ONTARIO JUSTICE COURT

Page 12 - Ontario Justice Court was reviewed and approved.

GENERAL FUND NON-DEPARTMENTAL REVENUES

Page 1 - General Fund Non-Departmental Revenue was reviewed. These are revenue sources not tied to a specific department. It was explained that the line-item for Building Permit Fees will now be in the Building Program budget; this is a new program that the County will be forming July 1.

Page 1 - General Fund Non-Departmental Revenues was approved.

JUVENILE DEPARTMENT

Juvenile Department Director Susan Gregory met with the Budget Board and discussed Page 14 - Juvenile Department; Page 57 - Juvenile Crime Prevention; and Page 74 - MS (Measure) 11 Detention Fund. The Support Services line-item was requested at \$6,800; \$3,400 was proposed; Ms. Gregory explained this fund is used for youth/family miscellaneous expenses that may be needed throughout the year and for items such as staff safety equipment. Ms. DuBois explained that items such as staff safety equipment should be budgeted separately as a budget specific request. Judge Joyce asked about vehicle(s) for the department; vehicle(s) are a part of the carpool budget. The Juvenile Department does a lot of prevention work.

Page 57 - Juvenile Crime Prevention (JCP) are grant funds from the state and are used for detention, electronic monitoring and other programs. Funding is on a biennium and Ms. Gregory is in the process of submitting the required JCP Plan to the state. The Restitution Crew work has been slow as the department no longer has a Community Service Coordinator so the probation officers (juvenile counselors) must oversee the program.

Page 74 - MS 11 Detention Fund is a Special Fund for Measure 11 Detention youth and funds are not spent until the detention line-items in other budgets are exhausted.

HEALTH DEPARTMENT

Health Department Director Sarah Poe and Nursing Supervisor Rebecca Stricker met with the Budget Board and discussed Pages 26-27 Health Department; Page 28 - Medical Investigation; and Page 64 - Healthy Start. The Health Department currently has 20 staff and includes an Accounting Specialist that will start next week, and three contracted positions- school nurse, nurse practitioner, and medical director. The department is strategizing across its programs on how to implement new practices aimed at increasing revenue. Revenue is derived from a variety of programs and revenue has increased this year as the department has moved to fee-for-service. In 2018 the WIC program put over \$772,000 into the local economy while providing needed nutrition and education to families with young children. Other programs include tobacco prevention, TB case management and emergency preparedness. The OHA (Oregon Health Authority) Outreach grant has funded two OHP (Oregon Health Plan) Application Assistors; each individual makes hundreds of contacts each month and have become important resources to many other state and local organizations and with that help the uninsured rate in Malheur county has dropped from 12% to 10% in the last year. (It is hopeful that grant funds for the next year will be \$100,000 but only \$75,000 was budgeted for.) Additional grants are actively being sought. With a new Biller (accounting specialist) coming on board and new billing procedures meant to increase quality control practices it is hoped that revenue from Health Fees will increase. Ms. Poe noted that Office Supplies was requested at \$17,000; and proposed is \$15,000 and indicated that the department could stay within that budget but it would be difficult. The Small Equipment increase is for software licensing and label printers.

Page 28 - Medical Investigation. Revenue generated from the vital statistics program is reported in Health Fees in the Health Department budget. A .4 FTE Accounting Specialist who does vital records (birth/death certificates) is in this budget as well as the Medical Investigator. Dr. Brauer is the Medical Investigator; Dr. Brauer has been the Medical Investigator for 20 years and has requested an increase from \$200 a month to \$1,000 a month. The fee schedule for autopsies was also increased and that change is accounted for in the Autopsies line-item (Dr. Rysenga does the autopsies).

Page 64 - Healthy Start. This budget is for the Healthy Families regional grant and funds a home visiting program. A .8 FTE RN and a .25 FTE Health Specialist is funded from this program. Ms. Poe noted that the State offers several home visiting programs and staff is reviewing those programs with a goal of serving more families while increasing revenue.

PLANNING DEPARTMENT

Planner Eric Evans met with the Budget Board and discussed Page 16 - Planning/Zoning. Also present was Environmental Health Director Craig Geddes and Surveyor/Engineer Tom Edwards. Mr. Evans stressed the need for an ordinance officer and supported the Sheriff's Office budget request for an Ordinance Deputy. The Planning Assistant position is now a Management Assistant position. The Training & Education line-item was combined with the Travel & Training line-item. Small Equipment includes expenses for 3 software licenses. Expenses for

Legal Notices may need increased next year; public notices for planning commission actions are lengthy and costly.

Page 16 - Planning/Zoning was approved.

SURVEYOR/ENGINEER

Surveyor/Engineer Tom Edwards met with the Budget Board and discussed Page 36 - County Surveyor; and Page 44 - Surveyor Corner Preservation Fund; no changes from last year to the budgets other than software licensing.

Page 36 - County Surveyor; and Page 44 - Surveyor Corner Preservation Fund were approved.

ENVIRONMENTAL HEALTH

Environmental Health Director Craig Geddes met with the Budget Board and discussed Page 17 - Solid Waste; and Page 29 - Environmental Health. Solid Waste is for Lytle Boulevard Landfill; the landfill contractor has requested an increase in the contract; and the Court is in the process of considering an increase to the rates at the landfill. The increase to Office Supplies in the Environmental Health budget is for software licensing. Mr. Geddes also expressed support for an ordinance officer in the Sheriff's budget.

Page 17 - Solid Waste; and Page 29 Environmental Health were approved.

The meeting recessed for lunch.

Budget meetings resumed after lunch.

EXTENSION SERVICE

Present for the Extension Service budget discussion and the Extension Tax Service District budget discussion were: Extension Leader Stuart Reitz, OSU (Oregon State University) Eastern Region Regional Director Natalie Kinion; and Extension District Advisory Board Members Jeff Burkhardt and Bob Komoto. Ms. Kinion explained that Extension Office operations are supported through a combination of County General Funds and Tax Service District funding. The Extension Office receives no operating funds from OSU campus. Combined operating funds are used for utilities, office supplies, equipment, travel, vehicle maintenance and building maintenance. \$16,000 is requested from the County - \$10,000 in Telephone/ IT Communications; \$3,000 in Travel/Vehicle Maintenance; and \$3,000 in Building Maintenance. (Additionally, the County provides an Office Manager at the Extension Office.)

Page 34 - Extension Service was approved.

The County Budget meeting was closed and the Malheur County Agricultural Educational Extension Service District budget meeting was opened. Notice of the budget meeting was published in the Argus Observer.

EXTENSION TAX SERVICE DISTRICT

Ms. Kinion reviewed the budget for the Malheur County Agricultural Educational Extension Service District. The budget is to support extension oriented programs conducted by OSU (Oregon State University) Extension Service and OSU Experiment Station in Malheur County. Anticipated tax collections for the district are \$436,273; and anticipated cash on hand funds of \$418,047 (includes salary and personnel cost savings from the vacant extension office position the first half of the year). One half of the tax revenue is allocated to personnel costs at the Experiment Station to support extension related projects; and one half is allocated to the Extension Office in personnel costs and other materials and services. Mr. Reitz explained that the service district funds make up approximately 30% of the Experiment Station's operating budget. Ms. Kinion explained the Extension Office uses approximately 65% of the service district funds for personnel and the remaining 35% for operations. The Crops/Watershed Agent is funded by the service district; the 4-H faculty position is 1/2 funded by the service district and 1/2 by OSU; and the summer 4-H intern position is funded from the service district. Other materials and services include day-to-day operating expenses, staff travel, and vehicle insurance deductibles of \$5,000 per vehicle as required by OSU. Unused funds are carried over for future replacement vehicles. With the proposed budget it is expected to have approximately \$418,000 cash on hand at the end of the fiscal year - keeping that as a reserve.

The Budget Board approved the Extension Service District budget.

The Extension Service District session was closed and the County budget session was reopened.

COUNTY COURT

The Budget Board reviewed Page 2 - County Court. Increase in Office Supplies is for software licensing.

ADMINISTRATIVE OFFICE

The Budget Board reviewed and approved Page 6 - Administrative Office.

NON-PROGRAM

Page 19 - Non-Program was reviewed. The Capital Outlay Goodfellow line-item is for a handicap door at the Goodfellow building. The Transfer to Insurance Reserve was increased in the proposed budget as the general liability insurance may increase 25%.

WATERMASTER

Page 33 - Watermaster was reviewed and approved. The State Watermaster office is in the Courthouse; budget is \$1,000 and includes telephone and office expenses.

DISTRICT ATTORNEY'S OFFICE

District Attorney Dave Goldthorpe and Management Assistant Nancy McDaniel met with the Budget Board and discussed Pages 8-9 - District Attorney. Mr. Goldthorpe read a prepared statement as follows: *My Fellow Public Servants, Serving you and our fellow citizens here in Malheur County over the past two and a half years has been an immense pleasure. This last year was filled with plenty of crime unfortunately, including several homicides and multiple suspect standoffs with police. Answering late night calls and reporting to the scene to assist our*

police is part of the job, and I am proud to do it. In November I was officially elected to a full four-year term which thrilled my entire family. Thank you for allowing me to continue to serve our county. Things have been very busy in the DA's Office. We are finally fully staffed and serving the community at full-capacity. The team that we have assembled now should remain for a long time, avoiding costly turnover for the county. I continue to volunteer and serve as a board member for Project Dove, the Star Center for Child Abuse Victims and the Drug Free Communities Coalition. I have been serving this year as the Chair for the LPSCC and am the President-Elect for our local Rotary club.

Mr. Goldthorpe said there have been a lot of homicides; there is only one remaining prison case (out of a previous six). As it is expected to possibly have an aggravated murder case go to trial the Witness Fees line-item request will be kept higher (DeFrank and Montwheeler are both pending).

Grant issues for the victims' advocates program have been resolved and it is expected that the grants will continue in the future without any problems.

Affiliation Dues was increased as well as Small Equipment for software licensing. An increase to the DA Salary Supplement was also requested.

Mr. Goldthorpe and Ms. McDaniel left the meeting.

Ms. DuBois reviewed Page 10 - VOCA Grant/DA; Page 11 - CAMI Grant/DA; Page 13 - CFA/DA; and Page 50 - DA Enforcement.

The County budget meeting was closed and the ASD session was opened.

AMBULANCE SERVICE DISTRICT (ASD)

ASD Director Bob Dickinson met with the Budget Board and presented the ASD Budget Message; notice of the budget meeting was published in the Argus Observer. ASD Budget Message: *I am pleased to submit to you the proposed budget for FY 2019 – 2020. Each budget year brings unique challenges as we strive to provide the most effective emergency response and prevention services to our citizens, while maintaining excellent fiscal stewardship. This commitment drives our budget process and allocating resources and funding.*

The Malheur County ambulance service district is comprised of approximately 72 frontline paramedics, EMTs (Emergency Medical Technician), and EMR's (Emergency Medical Responder). These people are trained, highly skilled individuals. In addition to the work they do each day, the majority of these individuals are volunteer, Each paramedic is required to complete 48 hours of continuing education every two years as well as having certifications in advanced cardiac life support, pediatric advanced life support, and CPR (Cardiopulmonary Resuscitation). The EMTs require about 24 hours every two years. With unwavering dedication and compassion our paramedics and EMTs are there to provide medical attention to a variety of injuries and conditions and do so under the guidance of our Medical Director, Dr. Brian Kitamura.

The need for prehospital emergency medical care has risen exponentially each and every year. Last year Treasure Valley Paramedics responded to 3318 calls, Vale responded to 559 calls, keeping in mind a small percentage of these calls from Vale may have been in Brogan, Harper, Juntura, or Ironside. Adrian QRU (Quick Response Unit) responded to 115 calls, Jordan Valley responded to 60 calls, and Nyssa responded to over 400 EMS (Emergency Medical Service) calls. Please understand that this is in a County that covers 9950 square miles. Part of my job as the ASD Director is to make sure that each and every one of these paramedics and EMTs are getting the proper training, equipment, and funding.

I would like to give you a brief overview of some of the positive things we were able to accomplish in the last fiscal year. Jordan Valley has a brand-new building to house their ambulances, have meetings, and medical training. It has living quarters, washer, dryer, bathroom and shower facilities and a small kitchen. I was just informed last week that they were awarded the bid on a used ambulance from Parma. This new unit will be in service within the next month. Jordan Valley also has four new EMR's and drivers that they are training at this time. They continue to work hard to improve that service in one of the most remote areas of our county.

New technology is a wonderful thing. We currently have the ability to call life flight from the scene using an app provided by Life Flight network. It will show location latitude and longitude, and will notify the EMS personnel when the aircraft is lifted off, ETA, etc. Some of the county agencies are also using an application called IM responding. The system provides supplemental dispatch notifications directly to their mobile devices and lets them know who is responding to their calls and dispatches where they are responding to and when they will be responding, this saves critical time and reduces response times for EMS agencies, fire departments, etc. We have established a new quality control assurance committee, and will be revising our current protocols, and placing them on an app on each of the EMTs and paramedics cellphones, so the protocols will be available with just a touch of the finger.

Adrian QRU obtained an SUV from Vale Ambulance, they refurbished it, put in a new engine and transmission, new logos and it looks amazing. This will give them four-wheel-drive capability, in some of the tougher terrain that they frequently encounter. The ambulance that they were using as a quick response unit was donated to Harper QRU, which had been stagnant up until this last year. Kelly Jordan had been the only EMT in that area, at our last ASD meeting we were told that Harper is now training up to seven people as EMR's. That's an amazing accomplishment. So as you can see our agencies working together toward a common goal of taking care of our citizens.

Steve Patterson the owner of Treasure Valley Paramedics (TVP) as you well know started a foundation when they became a for-profit operation. Through the efforts of this foundation, we have purchased three Lucas devices, which are hands-free CPR devices. There is one at Ontario Fire Rescue, one in Vale and one in Nyssa. We were also able to obtain a new cardiac monitor for Vale ambulance. This will enhance their ability to identify time sensitive cardiac emergencies. The foundation also gave the ASD \$15,000 toward the purchase of a training manikin. My goal is to obtain one of TVP's older ambulances, equip it with a gurney, bandaging

supplies, splints and other equipment. This will be used as a mobile training unit, to be taken to the outlying areas for hands on training.

The proposed budget allows us to continue to deliver outstanding medical services to our citizens in a fiscally conservative and prudent manner. I present the 2019 – 2020 budget to you.

Mr. Dickinson discussed the ASD budget with the Budget Board and answered questions. Costs continue to increase for the providers and the ASD; funding for ASD is a set amount per household and it may be necessary to explore increasing the amount collected by the district in the future.

The Budget Board approved the Ambulance Service District budget.

The ASD session was closed and the County Budget meeting was reopened.

COURTHOUSE

Maintenance Supervisor Don Dalton met with the Budget Board and discussed Page 15 - Courthouse. Capital Outlay funding requested is for a fire alarm project in the Sheriff's Office/jail; a ceiling access project in the jail; and a juvenile department waiting room.

Page 15 - Courthouse was approved.

WEED DEPARTMENT

Weed Inspector Gary Page met with the Budget Board and discussed Page 35 – Weed Control. The BLM (Bureau of Land Management) agreements are on a reimbursement basis. The additional funds requested in Telephone are for satellite subscription for the GPS (Global Positioning System) units purchased last year; it is an important safety feature for staff working in the field. The additional funds requested in Small Equipment is for a power hose reel.

Mr. Page also voiced support for the Ordinance Deputy position proposed in the Sheriff's budget.

Page 35 - Weed Control was approved.

DOG CONTROL/ANI-CARE ANIMAL SHELTER

Amanda Grosdidier met with the Budget Board and discussed funding for dog control within the County. Also present was Kim Hansen. Ms. Grosdidier requested the contract with Ani-Care Animal Shelter continue for another year at a monthly rate of \$2884.80 beginning July 2019. The contract is for the maintenance, care and disposal according to law, of abandoned or stray canines located within the confines of Malheur County; not city limits. Ms. Grosdider also reviewed stats for the shelter: 2017 - 181 adopted/83 returned to owner/11 died; 2018 - 138 adopted/75 returned to owner/7 died; 2019 so far - 112 adopted/36 returned to owner/3 died.

POVERTY TO PROSPERITY (P2P)

Dirk DeBoer met with the Budget Board and requested financial support in the amount of \$5,000 to support the continued efforts of Poverty to Prosperity (P2P). Also present was Irene Folkman. Local high school students continue to be involved in welding and health care programs.

SHERIFF'S OFFICE

Sheriff Brian Wolfe met with the Budget Board and discussed Pages 20-21 - Sheriff; Pages 22-23 - Jail; Page 24 - MCSO (Malheur County Sheriffs' Office) Communication Center; Page 25 - Emergency Management; Pages 45-46 - Community Corrections; Page 48 - Boat License Fund; Page 49 - Corrections Assessment; Page 52 - Task Force Fund; Page 58 - 911 Fund; Page 59 - Traffic Safety Fund; Page 66 - Search and Rescue Fund; Page 73 - Federal Forfeiture Fund; and Page 80 - Work Release Construction Fund.

Pages 20-21 - Sheriff. Request was made for an Ordinance Deputy and an additional full time Deputy; proposed budget includes the Ordinance Deputy only. The Marine Board has reduced funding for a Marine Deputy by two months; it is proposed that the County cover that 2 months of salary expenses. There is a concern that there may be further reductions by the Marine Board next year (somewhat dependent on what the legislature does this session). Investigation Expenses and the Travel/Vehicle Maintenance line-items are somewhat lower in the proposed budget than what was requested; there is some concern with these budgets as more major crime activity has been occurring and fuel costs continue to increase. The Task Force team currently consists of one; it is hoped that OSP and City of Ontario may join back in on the team. The Capital Outlay request was for three vehicles and cameras; the proposed budget includes two vehicles and cameras.

Pages 22-23 - Jail. Small Equipment includes funds to replace a printer, the copier lease, and 2 tasers/cartridges.

Page 24 - MCSO Communication Center. A request was made for an additional dispatcher position; and it is in the proposed budget. The increase in the Maintenance line-item is for relocation and installation of radio equipment on Rinehart Butte. There is currently a House Bill under consideration (introduced by Representative Findley) that would increase the tax on phone lines; if this bill passes it will benefit the Communication Center.

Page 25 - Emergency Management. The Small Equipment increase is for data ports, monitors, and computers for the Emergency Operations Center (EOC).

Pages 45-46 - Community Corrections. State funding may increase next year (FY 2020/2021) through the Justice Reinvestment Grant.

Page 48 - Boat License Fund. Majority of revenue is from the Marine Board grant.

Page 49 - Corrections Assessment. Funds a portion of the Program Coordinator position.

Page 52 - Task Force Fund. Very small fund.

Page 58 - 911 Fund. Revenue is from 911 tax on phones.

Page 59 - Traffic Safety Fund. There is currently not an active Traffic Safety Commission.

Page 66 - Search and Rescue Fund. Includes a small amount of funds that the Search & Rescue volunteer members raised. Sheriff Wolfe noted that the volunteer group raised funds to purchase a side-by-side; and the Yamaha Corporation provides one through a loan program.

Page 73 - Federal Forfeitures Funds. No activity in this fund; seizure laws have changed through the years and there is not a lot of this type of activity anymore.

Page 80 - Work Release Construction Fund. Remaining funds were from the construction of the facility and the funds can only be used on the facility.

The meeting recessed for the day.