

# MINUTES & NOTICE OF BOARD ACTION

APPROVED *Sept. 4, 1996*

## LANE COUNTY BOARD OF COMMISSIONERS

*This document, upon approval in a public meeting by the Board of County Commissioners, serves as official minutes of such meetings as required under the Open Meetings Law, ORS 192.650.*

Pursuant to notice made by mailing agendas to news media, a selected list of jurisdictions and individuals in Lane County, a meeting of the Board of County Commissioners was held.

Questions should be directed to The Board Office Specialist 3, ext. 4203.

June 4, 1996 9:00 a.m.	WORK SESSION BOARD OF COUNTY COMMISSIONERS	Commissioners' Conference Room
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Chair Bobby Green, Sr. presided with Steve Cornacchia, Ellie Dumdi, Jerry Rust and Cindy Weeldreyer present. Sharon Giles, Recording Secretary.

1. ADJUSTMENTS TO THE AGENDA

None.

2. PUBLIC COMMENTS

None.

3. COMMISSIONERS' ANNOUNCEMENTS

To be held at approximately 10:40 a.m.

4. COMMISSIONERS' BUSINESS

- a. ORDER 96-6-4-1/In the Matter of Establishing a Parole and Probation Unit in the Health and Human Services Department and Directing County Staff to Prepare for Board Consideration a Plan for an Option 1 Service Transfer From the Oregon Department of Corrections to Lane County for Parole and Probation Services.

Laurie Swanson-Gribskov and Thomas Coley, co-chairs of the Public Safety Coordinating Council, introduced this item. Doug Harclerod, District Attorney, spoke briefly regarding the agenda memorandum (see material on file).

Cornacchia discussed the decision to go Option 1, noting that there have been concerns regarding the statute which deals with transfer of the pay scale for Parole and Probation employees. He indicated, however, that he has come to believe that it is best to go Option 1. Cornacchia remarked that the decision at PSCC regarding placement of this unit with Health and Human Services was not unanimous, stating that the Parole and Probation employee unit feels that the better placement of this unit would be with the Department of Public Safety. He expressed concern, however, about being among the first to "buck" the PSCC. Cornacchia indicated that he would not be voting in favor of the placement, but was not necessarily recommending that his colleagues do the same.

Coley noted that the vote had been 17-2 and the concerns expressed by Cornacchia were discussed in detail at the PSCC. With regard to the employees, Swanson-Gribskov noted that the PSCC has strongly recommended that the current employees be transferred over to County employment.

Green offered support for the PSCC recommendation, although observing that none of the current Parole and Probation employees voted for the Health and Human Services placement. Rust expressed concern regarding the need for Charter revision with regard to placement of functions within the Department of Public Safety. He maintained support for the PSCC recommendation. Rust noted that this was a "placeholder" placement. Dumdi concurred that this is the correct temporary placement. While acknowledging the concerns of the current Parole and Probation employees, Weeldreyer stated her support for this placeholder placement.

MOTION: Approval of the Order. Rust MOVED, Dumdi SECONDED. VOTE: 4-1, Cornacchia dissenting.

b. ORAL REPORT BACK/DISCUSSION/Road Fund Audit.

Cornacchia referred to his handout (of the last Road Fund Audit) and discussed various aspects:

1) He expressed concern regarding how the system works with regard to maintenance/preservation, i.e. how the roads are taken care of. Cornacchia questioned whether the zones, as they are currently configured, are needed. He indicated that he would like to see review of whether there is reason to have zones continue and, if not, is transformation to a new role for the zones still legitimate on a cost basis?

2) Cornacchia asked for review of the way in which needs are communicated across the county system, expressing hope that the lack of communication in Vegetation Management is isolated.

3) He discussed the need for coordination, especially how resources (personnel and equipment) are coordinated during the summer and also during the year. He used the example of why are four or five people managed by one supervisor, noting that each zone foreman manages five people during the year.

4) Cornacchia noted that the previous audit (1988) was on the maintenance management system put in place in the early '80s. He asked whether previous audit recommendations have been carried forward. Cornacchia began a specific list of recommendations from that audit which he would like to see follow-up on (see highlighted areas in material on file):

\* Page 2 - The need to have the crews included in the evaluation.

\* Page 2 - Has Public Works developed a set of standards to measure effectiveness?

#### **Recommendations (beginning on page 3)**

\* 1.1 - Restructure the current maintenance zone structure - Cornacchia observed that this was opposed by the Director and nothing was done. He asked if Public Works since then has done any kind of an analysis of whether or not the current structure remains as effective as it was in 1988. Cornacchia asked if perhaps there could be a combination of a few zones into the new shop and shut-down of a few of the older zones. Later, when reviewing page 25, Cornacchia stated that he would like to see the recommendations on this page reviewed.

\* 1.3 - Develop an assignments and job scheduling procedure - Cornacchia stated that he knows this has not been done in Vegetation Management, noting that assignments were done on a day-to-day basis. He commented that perhaps needs should be determined on a geographical basis.

\* 1.5 - RMI classification - What has happened?

\* 3.5 - Labor productivity results based on units per labor hour - Is this being done?

\* 3.8 - Formalize maintenance scheduling methods - (see need discussed above).

\* 3.10 - Include 3-5 year trend reports - Are these being done?

\* 3.11 - Maintenance Management files - Have we been including things that are listed?

Rust commented that some self-analysis is in order to help sharpen the focus on a potential future audit, to include a status report on recommendations in the '88 audit.

- \* 4.1 - Equipment scheduling - Is this being done as recommended?
- \* 4.3 - Utilization standards - Is this being done?
- \* 4.7 - Fleet Services - flexible scheduling system - Is this being done?
- \* Page 9 - Function and Accomplishment - Would like previous compared with current output and explain the differences.
- \* Page 10 - Road Maintenance budget/employee figures - Compare with current statistics and explain the difference.
- \* Page 11 - Maintenance Management System - 4 basic elements - What has been done? Cornacchia suggested that maybe an independent audit needs to be done on this.
- \* Page 11- Work calendar file - Is this being done, and if so, where?
- \* Page 19 - Retirements - What happened since 1988 and how much diversity has been incorporated into the management structure?
- \* Page 21 - Maintenance functions - functions outside zones which affect the zones - Is coordination and communication being done?
- \* Page 21 - (Fourth paragraph) - Informal system re: inter-zone coordination - Is this the best way?
- \* Page 22 - (Fourth paragraph) Vegetation Management - Must be a part.
- \* Page 23 - Training - How has this been improved?

Green questioned the time commitment, the cost to perform the functions and what goes away while this is being done.

Rust commented that an outside auditor would probably be worth the investment; noting, however, that audits are only as good as their implementation. He reiterated that he would like to see an introspective analysis by Public Works before an audit is launched.

Cornacchia remarked that an audit would help identify potential cuts that may be necessary during review of the Road Fund. He added that he would like to see cuts "operations" driven versus just vacant positions. Dumdi stated that the TQM

philosophy would serve well in Public Works as there may be less need for middle managers.

Weeldreyer concurred with the need for operational efficiencies and stressed her belief in continuous quality improvement. She expressed her hope that the Board is committed to hiring a new internal auditor. David Suchart, Human Resources and Management Services Director (and former internal auditor) commented that his workload in his last four years as auditor did not allow for the follow-up portion.

Ollie Snowden, County Engineer, observed that there seems to be some misperceptions and, from that perspective, he would welcome an audit as it would give an opportunity to clear these up and look for opportunities to make improvement. He remarked that there seems to be three areas for discussion: 1) structure, 2) methods, and 3) function. Snowden stated that it would be fairly easy to come back with Public Works' perception of where things are now compared to 1988 (regarding structure and methods), but that functions could be more time consuming. He suggested that an outside auditor could come in to look at methods right now. Snowden noted that Public Works has begun preliminary discussions with ODOT, so it may be premature for a consultant to look at existing County structure. He indicated that staff would be reporting on June 18 regarding ODOT discussions.

Responding to Green, Snowden indicated that, with regard to an internal review, staff could provide an oral report on the scope in a week or so regarding how much they can do themselves. With regard to an independent audit, Suchart stated that he will be providing information regarding the job description for the internal auditor, noting that he does not believe the County will have someone on Board to do this project in addition to the fiscal audit (which starts in September). He recommended that the Board go with an outside auditor with Public Works expertise.

- c. ORAL REPORT BACK/Housing Policy Board/Expand Housing Policy Board with One Rural Member and Woodleaf Issues.

Green reported that he had recently reaffirmed to the Housing Policy Board the Board of Commissioners' desire to expand the Housing Policy Board with a rural member. Cornacchia remarked that he would be interested in a rural elected official, perhaps two, with an East Lane and West Lane representative. Bill Van Vactor, County Administrator, was asked to request the Housing Policy Board staff to look at a more well-defined status perhaps through an existing (or future) intergovernmental agreement, as well as modifying such an agreement to include non-metro representation. Responding to Green regarding the Woodleaf project, Snowden reported, with regard to road issues, that the non-profit is scaling back the road widths and the County may "let" the project with some private design engineering. He indicated that another question is whether engineering costs are to be included in

money set aside by the Board. Cornacchia asked if this project is the HPB's priority project. Green was asked to discuss the new rural representation with the HPB and bring back recommendations on that, the priority of projects and the intergovernmental agreement.

5. **EXECUTIVE SESSION as per ORS 192.660**

To be held later today or tomorrow.

This meeting recessed at 10:35 a.m. to reconvene at 10:50 a.m.

6. **COUNTY ADMINISTRATION**

a. Announcements

Van Vactor reported that the Juvenile Justice Operations Team has been looking at touring recent construction of comparable facilities. He recommended that available Board members participate in that tour taking place between Sunday, June 23, and Wednesday, June 26. Cornacchia suggested that just staff go up and then give the Board an empirical comparison of functions. Rust remarked that he had attended a previous trip and learned that the structure was based on a philosophical underpinning. He suggested leaving open the option/opportunity for any commissioner to go, as there are things to be gained. Dumdi suggested that staff do a video/visual report for the Board.

b. **ORAL REPORT BACK/Lane County Participation in Florence Justice Center Regarding Annex Considerations.**

Bill Van Vactor introduced this item, noting that decisions need to be made regarding the Florence Annex. He observed that the three choices include status quo, to try to pursue lease to the Forest Service, or to sell the property, if the decision is made to move to the new Florence Justice Center. Judge Cindy Cable spoke about options for the Annex. She indicated that there has been more settling than usual and there are problems with all the doors. Cable also stressed the need for stabilization of the bank behind the building. She expressed her desire to move to the Florence Justice Center. Cable stated that one of the positives of moving to the new building deals with security issues. She added that Land Management may want to lease space with the City. Cable stated her belief that there are financial benefits to going into the Justice Center.

Rust indicated that he is ready to make the move and figure out a way to dissolve ownership in the Annex property, commenting that it makes sense for Florence to have all their justice services combined and that the County should be able to save

money. Suchart remarked that an appraisal was due yesterday on the property and reported that Bill Seider and Jeff Turk have visited again with the Forest Service and they are still interested in the County's proposal. He emphasized that the Annex building is fraught with ADA, security and structural issues. Rick Schulz, Management Analyst, observed three options: 1) the Forest Service comes in, necessitating relocating the Justice Court; 2) to sell the Annex and relocate into the Justice Center; or 3) remodel the Annex building. He stated that he believes it makes sense to move the Justice Court and address County visibility/presence issues with signage. Schulz also noted that the Florence hospital may be willing to accommodate the Public Health presence. Ken Lanfear, City of Florence, remarked that Florence is proceeding in good faith. Responding to Dumdi regarding the State Police, Suchart reported that Jeff Turk, Property Management Officer, has alerted them. Dumdi stated that the move makes a lot of sense since remodel of the Annex building would take a lot of money. She added that the current County presence is negative because of the condition of the building and that there is no one there to help people. Dumdi remarked that this will be a cooperative/collaborative venture.

MOTION: Commissioners authorize staff to move forward with plans to move Florence Justice Court offices into the new Florence Justice Center. Dumdi MOVED, Weeldreyer SECONDED. It was noted that there would be a report later on the most advantageous way to deal with the Annex building. VOTE: 5-0. Cable suggested a County informational kiosk in Florence to provide a presence, perhaps as a pilot project. Rust remarked on the possibility of participation by Lane Community College and CVALCO. Dumdi asked about the possibility of offices at Florence City Hall for Land Management and the Commissioner.

## 7. PUBLIC WORKS

### a. REPORT BACK/Road Fund Review.

Ollie Snowden, County Engineer, referred to the packet memo (see material on file), along with spreadsheets reflecting current discussions. He explained that on the operations, maintenance and preservation spreadsheet, line 8 reflects the tentative approved budget and that line 10 is an estimate of actual spending. Rick Schulz, Management Analyst, noted that Snowden has attempted to balance the model on the modernization budget. Cornacchia stressed his belief that everything is on the table today, outside of CIP commitments. Rust remarked that he expects a more rigorous work session involving the Roads Advisory Committee and other stakeholders (cities, etc.). Weeldreyer recalled that the Board made some tentative decisions regarding various programs and then instructed staff to crunch numbers and return today with a new working model. Dumdi remarked that the City of Florence is waiting with regard to EDAP funds. Green suggested returning this model to Finance and Audit, with a report back in 30 days, but taking care of EDAP/Florence today. Van Vactor

asked for specific direction to Finance and Audit. Cornacchia indicated that he would prefer a model with no expectation of gas tax. Dundi stated that she would like input from the Roads Advisory Committee. She recommended taking a harder look at aid to cities, commenting that funding should go down in more rapid increments. Weeldreyer suggested using "principled budgeting" as a basis for planning. There was general concurrence to include this in the Finance and Audit discussion. Green summarized that this model would be forwarded to Finance and Audit for further analysis, followed by a further work session including the Roads Advisory Committee, other stakeholders and the Board.

MOTION: That the remaining \$950,000 in the EDAP fund be designated to Florence for the Kingwood Street project and that any additional monies would be acquired through the revolving loan fund. Dundi **MOVED**, Cornacchia **SECONDED** (for discussion). Van Vactor noted that County Counsel has not completed revolving loan fund assessment. Cornacchia **WITHDREW HIS SECOND**, and suggested that staff return with a proposal for the Kingwood Street project. Noting that Florence's request is for \$1.4 million and that the County cannot yet commit in the near term for a loan of the balance, Cornacchia expressed concern about what \$950,000 buys. There was concurrence that this item would come back to the Board on the morning of June 11.

8. REVIEW ASSIGNMENTS

Oral report in one week regarding the Road Fund audit issue.

30 days - Road Fund report.

Florence Justice Center - move forward and come back with a Board Order when negotiations are complete.

Kingwood Street funding - item to return next week.

9. EMERGENCY BUSINESS

None.

3. COMMISSIONERS' ANNOUNCEMENTS

Rust stated that an economic development delegation from China would be in Eugene on Saturday and that there would be more information to come.

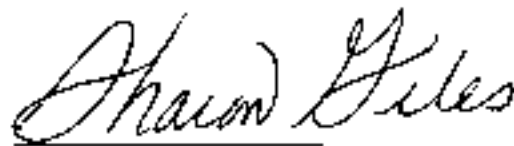
Weeldreyer reported on the AOC Conference last week and displayed an informational "state of the county" mailing which was paid for by donations. She stressed that she would like to see Lane County explore a similar option.

Dumdi also reported on the AOC Conference, highlighting workforce quality issues. She indicated that she and Weeldreyer had met Grace Crunican, the new (although yet to be confirmed) ODOT director.

Green spoke regarding the incoming Saragosa letters and, noting the need for a coordinated response, he proposed using Ben Wilson's "letter to the editor" as the response, with Land Management coordinating the effort. Rust emphasized the need for the Board to be more proactive regarding confidence that this problem will be fixed and that the County will be looking for a way to say "yes." Dumdi stated that she has received a letter from Saragosa indicating they want to move forward and accepting an offer to work on 3-year phased program to get buildings into compliance. Weeldreyer indicated that she would draft a letter and bring it back to the Board tomorrow, saying that the County has responsibilities regarding safety and will strive to balance those responsibilities with the desire to help this operation survive.

Green remarked that he has served as the Board's liaison to the Eugene Public Safety Council Committee, observing that they are on track to talk about a revenue proposal. He stated that he thinks the Board should form a subcommittee to form a County position, perhaps including Cornacchia, Doug Harclerod, Bob McManus, Van Vactor and himself.

There being no further business, this meeting adjourned at 12:05 p.m.



Sharon Giles  
Board Secretary