

Vickie,

See below.

This was a department operation adjustment made this past winter to compartmentalize our department. It was to reduce the likelihood of wiping out our forces and having a major issues achieving snow removal or sanding.

Thank you,

Jeremy

Begin forwarded message:

From: Marylou Wilton <mwilton@klamathcounty.org>
Date: April 28, 2021 at 2:54:38 PM PDT
To: Jeremy Morris <jmorris@klamathcounty.org>
Subject: RE: Digitization of Department

Hi Jeremy,

We did not set the extra truck up until December 2020, so the following are what I can track.

Dec 2020 – 16 hrs total cost 905
January 2021 – 111.50 hrs total cost \$6,393
Feb 2021 – 193 hrs total cost \$10,968
Mar 2021 – 244.50 hrs total cost \$14,001

Reimbursable costs are effective 3/3/2021

Ave for Jan-Mar: 183 hrs @ \$10,454

Marylou

From: Vickie Noel
Sent: Wednesday, April 28, 2021 2:29 PM
To: Jeremy Morris <jmorris@klamathcounty.org>
Cc: Marylou Wilton <mwilton@klamathcounty.org>; Ryan Hamilton <rhamilton@co.klamath.or.us>; Mike Zarosinski <mzarosinski@klamathcounty.org>; Jessica B. Chastain <jbchastain@klamathcounty.org>
Subject: RE: Digitization of Department

How much on average is the cost per month to dispatch extra vehicles. An approximation is fine for now.

From: Jeremy Morris
Sent: Wednesday, April 28, 2021 9:03 AM
To: Vickie Noel <vnoel@co.klamath.or.us>
Cc: Marylou Wilton <mwilton@klamathcounty.org>; Ryan Hamilton <rhamilton@co.klamath.or.us>; Mike Zarosinski <mzarosinski@klamathcounty.org>; Jessica B. Chastain

<jbchastain@klamathcounty.org>

Subject: RE: Digitization of Department

Vickie,

We probably have \$50,000 of digitizing we could use for tax maps, road records, and road/bridge drawings.

This does not include the creation of an internal database (road/bridge drawings) and/or external database (tax maps/road records).

Also doesn't include the extra cost for server storage or specialty equipment for efficiently scanning larger format prints.

IT Department probably has costs for expansion of storage and database creation that need to be added to our costs.

Also, we have been dispatching second and third vehicles for transporting workers to a job site to control/compartmentalize in case we have a COVID outbreak. We have been tracking these costs. Is there funding available to recoup those costs?

Thank you,

Jeremy

Vickie,

Most of our front counter work (Addressing and Driveways) is paperless with the Point of Sales. We've also started using adobe pro and a front counter computer to help reduce paper.

We have a need for about 1 years worth of scanning. We don't have the bandwidth...made the request internally to scan road records over a year ago and we are on the second drawer "C" and have 16 drawers to go to get to "Z".

I spoke to Miles (DD) and they hired a temp employee for 90 days for 30ish hours a week. Wondering if we could make that person full time and she works 10 hours a week for PW's until the end of the 90 days and the 40 hours a week for the next 6 to 12 months.

We'd like to formally request ARP funds for this archiving effort.

The information we have needs to be kept indefinitely as it is valuable survey and engineering data. By having it available in digital format, surveyors and engineers don't need to visit our research room (difficult to due with COVID restrictions). The research room was closed for several months last year which posed a major issue for private surveying and engineering businesses that rely on records in our research room.

Also posed a major challenge for land owners attempting to find out property line information and access information for their properties.

Jeremy