



Board of Commissioners' Work Session Meeting June 15, 2023 ~ 3:00pm ~ Room 214

6/15/2023 - Minutes

1. To Watch A Live Stream Of This Meeting, Click The Link Below Or Go To [Www.klamathcounty.org](http://www.klamathcounty.org)

2. Call To Order & Those Present

Commissioner Henslee, Commissioner Minty, Commissioner DeGroot; Haley Huffman / Admin Staff; Chris Kaber / Sheriff; Vickie Noel, Kirby Garlitz / Finance; Amanda Van Riper / Human Resources

3. Emergency Management

Commissioner DeGroot said, today we'll go over, the Team from the State, talk about the demands from the review and steps moving forward. Vickie Noel said, I was there for the first day, they let us know this was not an audit. If it was an audit, it would be different.

They were having issues with communication via email and over the phone, they wanted to have a face to face discussion with Emergency Management so they could let him know what their needs were. He was sending them things that weren't in the format they needed.

Ms. Noel further explains the Oregon Emergency Management Team's needs and requests to include IGAs with grant subrecipients. The Sheriff asked the State Team if the County was at risk for other federal grants by anything that's happened with Emergency Management and the FEMA grants. Ms. Noel said, and they said no not because of this, I asked what if this was an audit. They said, yes if this was an audit or if you do not comply with what we're asking you, then it would be a whole different conversation. Amanda Van Riper addresses the Board and explains, on day two of the review they went over the EMPG grant and allowable reimbursable expenses. Commissioner Henslee asks about staff hours contributed to the domestic well grant and reimbursement asked for from Emergency Management. He said, if the State is concerned about double billing time to grants, were they double billing to the domestic well grant also. Commissioner Minty said, we didn't bill anything to the domestic well grant. Commissioner DeGroot said, we pulled that. Commissioner Henslee said, further explains his concerns about staff time being attributed to which grant. Sheriff Kaber explains what the review team was expecting pertaining to time sheets and recording staff time. Commissioner Minty explains the history of the domestic well grant staff time request. Commissioner DeGroot said, we have to turn in all this information, does that information exist? Ms. Noel said, some of it.

Sheriff Kaber explains match money and feels we could use State money to match Federal money. Commissioner DeGroot explains the concern of billing time to one grant for time spent on another. Sheriff Kaber said, the accounts that both Vickie and Amanda gave are accurate. There were seven people from Oregon Emergency Management that came down and they made it very clear it was to help the Klamath County Emergency

Management Department and they want it to work. Commissioner DeGroot asks, so how do we move forward? My thought was we need to identify anyone with expertise and information and put them in this room until it's finished, from 8-5. Ms. Noel said, if the documents don't exist, we can't create them. Commissioner DeGroot said, I'm just talking about putting together the information and then relying on the people in Emergency Management to answer the questions and get everything done. I don't believe, left to themselves they will get it done, there's no chance it will get done. Sheriff Kaber said, I suspect we'll never get the information to the level they are asking. Commissioner DeGroot said, so we return the money? Sheriff Kaber said, we don't have the money.

Commissioner DeGroot said, how much money are we out? Commissioner Henslee said, how many people would we have to layoff? Commissioner Henslee said, there has to be proof of these training and if there isn't, I don't feel comfortable asking the State. We are going to have to take a hard look at who runs Emergency Management and how many employees that department should have without any funding. Sheriff Kaber suggests getting grants to pay for employees. The Board discusses paying for staff using grants.

Sheriff Kaber said, in my opinion we go to the one employee, which is required by Statute, the Emergency Manager only and lay everyone off. Commissioner DeGroot said, we have the next couple of weeks to do the very best we can to satisfy the requirements to get the funds. Ms. Van Riper said, I've asked about Emergency Management sending assistance via the Regional Manager. Sheriff Kaber said, I asked them if they believed that there was any intentional misconduct on behalf of KCEM and all three of them said no, but there is data that was not collected, data not easily obtained and may never be obtained. The EM Manager's take on it was, in the past the data was never asked for like this. Commissioner Henslee said, I appreciate your comment, but I know he has been asked for data going well back into last year and he has said he didn't know. Commissioner DeGroot said, I need a plan. We have twelve days. Ms. Noel said, the survey is almost done. We could have Contracts draft the IGAs so Brandon can work on getting the spending details and then my office can work on the personnel piece because we have the payroll records. Commissioner DeGroot said, I'd like Brandon to work out of this room, to keep an eye on it and keep our foot on the gas. I would like to see, starting Monday, him working out of this room. Maintenance can bring the files and things he needs. Does everyone agree with that? The group discusses logistics. Commissioner Minty said, I think it is important, to get this addressed. In terms of the future of Emergency Management, I don't know what that should look like but I really believe it should be a robust department. Commissioner DeGroot motions that Emergency Management works out of the 214 or Public Works conference rooms beginning Monday. Commissioner Minty seconds. Commissioner Minty asks the Sheriff, respectfully are you on board with this? Sheriff Kaber said, kind of, I do see the wisdom in it. I won't resist the Board's directive. Unanimous vote. Approved.

Commissioner DeGroot said, I've had growing concerns in staff. Based on today, I want to hear and see stuff and I don't know if I'll feel comfortable where I see that department in the future, staying in your office or not. Sheriff Kaber said, I think it will be a barely functional EM department with one person, I don't want any responsibility with it at that point.



Commissioner DeGroot said, we'll see how things go day by day. The Sheriff asks about a wood chipper grant. Commissioner DeGroot said, I'd like to see the information turned over to our Grants Department and then we could look for a subrecipient. Commissioner Henslee said, there are projects currently within EM and I'd like them to focus on that.

Vickie Noel said, as the Treasurer, we need to talk about spending authority in Emergency Management. With all the talk of spending and some of the practices going on, I found some things in accounts payable that I thought, this isn't good. With the budget appropriations that we did Tuesday, the Emergency Manager was removed from being

able to make encumbrances starting July 1. I feel like we need internal controls around this situation. I suggest we have either a second level of authorization for any Emergency Management purchase or a different position within the Sheriff's Office is authorized to make expenditures. Commissioner DeGroot said, I'd like a little time to think about what those controls are.

4. Adjournment

4:10pm

Audio recordings of all proceedings are available at the County Commissioners' office. The meeting facility is handicap accessible. Persons needing materials in alternate format or communication access, should telephone this office at 541-883-5100  (voice/TDD) or the ADA Coordinator at 541-883-4296  at least 48 hours in advance of the scheduled meeting.

Klamath County Commissioners' Weekly Calendar is subject to change without notice.
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