



Board of Commissioners' Work Session Meeting
January 22, 2020 ~ 10:00am ~ Room 214

1/22/2020 - Minutes

1. Call To Order & Those Present

Commissioner Boyd, Commissioner DeGroot; Haley Huffman / Admin Staff; Jessica Chastain / IT; Vickie Noel / Finance; Tom Banks / Maintenance, Patty Case / OSU Extension, Food Policy Committee; Jeremy Morris / Public Works.

2. Approve Minutes From Last Meeting

Approved.

3. Food Policy Council Update

Patty Case presents an update on the Farm to School program.

4. Jessica Chastain / Vickie Noel

Jessica Chastain addresses the Board. She said she made the requested fixes regarding the fees for the door software to the facilities services spreadsheet from yesterday's Admin meeting. The Board approved the spreadsheet by consensus.

5. Other County Business

Door FOBs - Commissioner Boyd said he wants to discuss who is taking care of the door hardware, software, FOBs and access. Ms. Chastain said currently the department lets us know if they need a FOB or if an employee is terminated. She said the director of the department determines the access. Commissioner Boyd asks, once the FOB is activated how does it get to the employee? Ms. Chastain said, we send it through inner office mail. Commissioner Boyd asks how are we going to get them to new employees. Ms. Chastain said currently it goes to the department head and then to the employee. Commissioner Boyd confirmed that Ms. Chastain gets the notice of termination and she can deactivate the FOBs when necessary. Ms. Chastain asks, how will the hardware be paid for going forward? Commissioner Boyd said he feels the departments who request the hardware should pay for it. Tom Banks said we need to define hardware. Commissioner Boyd said, if it's a hardware issue Mr. Banks will call the company to take care of it. Mr. Banks said he feels it's a system and someone should take care of the entire system not separate out the hardware and software. Commissioner Boyd agreed. Mr. Banks said, the departments would need to budget for it then. Ms. Noel said it makes more sense to increase the facilities service charge for the departments who are going to be using the system. Commissioners agreed. Commissioners asked Mr. Banks to have the door FOB, hardware and software costs included in his budget for next year. Ms. Noel said she needs to know what departments and how much to increase for each departments. Ms. Noel confirmed that Maintenance would be responsible for maintaining the doors/calling the repair company if one breaks etc. Mr. Banks said he will get the costs included in his

facilities service budget today.

1500 Esplanade - Commissioner DeGroot asks Commissioner Boyd about the status of General Duffy's contract. He said he's had inquiries as to whether the property has actually been sold. Commissioner Boyd said he is waiting on Mr. Rudd for the contract revisions. Commissioner Boyd said, we made a commitment that we are going to sell it to General Duffy's. He said, he has not signed anything but we have made a verbal commitment to Dick Robinson. Commissioner DeGroot asks, has he made a commitment to us because it seems like things keep changing? Commissioner DeGroot asks, is he going to ask for anything else? Commissioner Boyd said, no. Commissioner Boyd said, he has committed to us.

6. Adjournment

10:26am

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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