



Board of Commissioners' Work Session Meeting
March 18, 2020 ~ 10:00am ~ Room 214

3/18/2020 - Minutes

1. Call To Order & Those Present

Commissioner Boyd, Commissioner Morris, Commissioner DeGroot, Haley Huffman / Admin Staff, Benji Hensley / Mazama, Vickie Noel, Kirby Garlitz / Finance, Jessica Chastain / IT; Kate Marquez, Heather Tramp / Tourism Grant Review Panel; Jim Chadderdon / Discover Klamath; Heather Crowder / Homebuilders Assoc.

2. Approve Minutes From Last Meeting

Approved.

3. Benji Hensley

Benji Hensley address the Board regarding the student intern program at Mazama. Commissioner Morris said there is consensus among the Board for Ms. Hensley to survey our department directors and see if they would be interested in student interns. There is no cap on how many interns.

4. Kate Marquez - All Season Tourism Grants

Kate Marquez addresses the Board. The Tourism Grant Review Panel requests approval of one time all season tourism grant cycle opening July 1 and closing July 31 with added points for shoulder and off season projects. They also requested a \$7500.00 budget for a 1 day marketing 101 class to be held on May 26th. They hope to bring in speakers from around the state. Commissioner Morris motions to approve \$6000.00 for the marketing 101 class for the big all season grant cycle. Commissioner DeGroot seconded.

Unanimous vote. Approved. The Board recommended the group push the class out as late as they can in light of the Coronavirus pandemic. The panel presented proposed changes to the grant application. Commissioner Morris motions to approve the proposed changes with the addition of language reflecting that people can only apply for one grant per cycle and eliminating the transportation as a fundable category since it's already in the language. Commissioner DeGroot seconded. Unanimous vote. Approved. The Board recommended the panel take this year to review, see how things go and then if they want to make changes to the number of grant cycles, bring it back to the Board next year.

~~5. Food Policy Committee Update~~

6. Contractor Incentive Grant Program Evaluation Committee

Heather Crowder addresses the Board and presented the committee's recommendations. Commissioner Morris motions to approve the 6 recommended applications. Commissioner DeGroot seconded. Unanimous vote. Approved.

~~7. Chief Spradley – Cohesive Fire Strategy Work Group Update~~

8. BOCC

1. Work Schedules

Commissioners reviewed the spreadsheet with responses from the Department Head's regarding the AB schedule and working from home. Commissioner DeGroot said he spoke to several departments and the feedback was different from all of them. There are a lot of folks that liked the AB schedule but most wanted to do a week on week off to give time for there to be cleanliness and allow for the virus not to be there from Friday evening to Monday morning. Most believe they can have everyone continue to work with some working from home. Commissioner Boyd said everyone told him they will make whatever schedule work. Commissioner Boyd said he read that the virus can live on a milk carton in a refrigerator for nine days. He said if we do a week on a week off, we're getting 50% of production out of our employees if we do the AB daily schedule we'd get 62% of production out of our employees. He expressed concerns about the unions.

Commissioner Morris said she wonders if the Governor's Executive Order and our emergency declaration would be help protect us. Commissioner DeGroot said, so far the only departments that wouldn't be able to do work from home are Tax and the permit techs otherwise the majority of people could work from home. He feels that if we're going to get almost full production out of these folks and provide for limited exposure and risk, we should. Commissioner Boyd said he agrees but is concerned about work ethic for those working from home and the potential to work at a slower pace during their week in the office. Commissioner Morris said we need to keep in mind that the amount of demand from the public will be considerably less than normal because everybody is focusing more on shelter in place so things would be slower. Commissioner Boyd discusses how farm workers get seasonal laborers back up to speed in the busy season. Commissioner Morris said, when we do get back going we will have to be full force but she's confident that everyone will pick back up. Commissioner DeGroot suggested doing the work from home scenarios for a few days or week and then assess how it goes. Commissioner Boyd said he's great with that but would like the employees to check in daily with their Department Heads. Commissioner Boyd said he has no problem with staff taking County vehicles home to use for work as long as they know they are to be used for County business only. Commissioner Morris suggested sending out a memo to the Department Heads stating that for the time being the Board would like the department heads to allow working from home for the employees that it makes sense for while keeping their department open with the understanding that they check in with the department heads daily, the part about the cars and we'll reevaluate this in a week or so and that we strongly recommend that all employees that interface with the public, limit that as much as possible and practice social distancing. Commissioner DeGroot said he'd like to come back and reassess on Friday. Commissioner Boyd said he'd like to talk about Counsel and our office. Leslie can work from home but she needs a laptop. Commissioner Morris said we should also send an additional email asking department heads to

list their key staff that if they end up ill, we would have a major issue and what is their game plan. BOCC staff will add this information to the spreadsheet. The Board agreed and Commissioner Morris will send out an email. Commissioners instructed Jessica Chastain to get laptops ready for the departments that requested them. Commissioner Morris asked Ms. Chastain to instruct Department Heads on how to clean/sanitize laptops. The Board agreed to recess to 1:30pm on Friday, March 20th.

2. Contractor Incentive Program/Expense Clarification

Sandy Cox addresses the Board. The Board agreed the effective date/qualification date be the application date. Board agreed. The Board also agreed to suspend the program due to the large amount of applications received.

3. Eternal Hills Update

Commissioner DeGroot updated the Board on the status of Eternal Hills Cemetery. There is a potential buyer. There is also the possibility for State grant funding for municipalities.

4. Klamath County Parks / Spence Mountain Follow Up

Commissioner DeGroot said he is working with staff on the grants. They asked if we would like them to work on a park and rec district for our community. That would entail asking any other district to dissolve to allow a greater district. Commissioner Boyd said he has no problem working on a park and rec district today except he feels we need to prioritize public safety and we need to get that on the ballot today. Commissioner Morris said she feels the County should be supportive and she is personally supportive but doesn't feel it should be County driven. Commissioner Boyd agreed. Commissioner DeGroot asks about the public safety and if the Board could review it before budget hearings. Commissioner Boyd said he just about has it done and will have the Board look at it. He'll then send it to Eve because she has to write the title.

5. Museum Department Head

Commissioner Morris said in the past previous Commissioners wanted to make Todd Kepple a Department Head, at the time his budget was on a shoestring and he really didn't need it. As he gets closer to the end of his career, he is asking, would the Board consider making him a department head and making him eligible for a reclassification. Commissioner Boyd said he doesn't have a problem with that and if we continue on with the Favell, his workload will get considerably heavier. The Board agreed to have Commissioner Morris work with HR and get the request back in front of the Board.

6. Timeclocks

Commissioner Boyd said there is no need to evaluate this now while we're changing everyone's schedule. Commissioner DeGroot confirmed, to put this topic on hold until after the crisis.

9. Other County Business

Museum - Commissioner Morris said she spoke with the Museum Manager, they only had one customer yesterday, people are practicing social distancing. Commissioner Morris asked how the Board felt about closing the Museum. Commissioner Boyd said at this time keep it open and reassess if more people start going to the Museum. The Board agreed to keep the Museum open for now and reassess when need.

10. Adjournment

10:58am recessed to Friday, March 20th at 1:30pm

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

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