



Board of Commissioners' Administrative Meeting
July 21, 2020 ~ 1:00pm ~ Room 214

7/21/2020 - Minutes

**1. To Watch A Live Stream Of This Meeting, Click The Link Below Or Go To
Www.klamathcounty.org**

2. Call To Order & Those Present

Commissioner Boyd, Commissioner Morris; Haley Huffman, Sandy Cox / Admin Staff; Stephanie Brown / CDD; Amanda Van Riper / Human Resources; Vickie Noel / Finance; Jessica Chastain / Information Technology, Mary Baker; Tony Booker / Bly Water and Sanitary District.

3. Approve Minutes From Last Meeting

Approved.

4. Tom Crist

Discussed at County Counsel meeting this morning.

5. Stephanie Brown - Community Development

1. Central Cascade's Fire And EMS Fee Waiver Request

Stephanie Brown addresses the Board. She said, both Planning and Building agreed to waive the permits for this project. Commissioner Boyd asks about State fees. Ms. Brown said any fees we waive on our Building side, the State surcharge is waived on the State side. Commissioner Morris motions to sign the Central Cascades's Fire and EMS fee waiver request. Commissioner Boyd seconds. Unanimous vote. Approved.

6. Amanda Van Riper - Human Resources

1. Department Request - Fairgrounds Exception To Policy

Amanda Van Riper addresses the Board. Commissioner Boyd said, it costs the County the same amount of money regardless. He asked, what is the motivation for this? Ms. Van Riper said she didn't know. She said Commissioner DeGroot said, if the Board would approve this Todd would be happy but if not he would be fine with using his vacation time. Commissioner Boyd said he doesn't see a reason to do a exception to policy when the dollar outlay is the same to the County. Commissioner Morris asks, does he has enough vacation to go through September? Ms. Van Riper said he does not,

its approximately 18 days, 146 hours. Commissioner Boyd said at the end of the day it is the same amount to the County, there is a motivation somewhere but at the end of the day I am not smart enough to figure it out. Commissioner Morris said, the impression I got was that she got was that he was doing this to be graceful and to be a team spirit with the people that are being laid off. She said she is happy to let him do that, because he's a good guy and she's sure it's stressful there now. Commissioner Morris motions sign the exceptio to policy request. Commissioner Boyd seconds. Unanimous vote. Approved.

7. BOCC

1. Response To Klamath Tribes Email Regarding Bly Water & Sanitation District Project

Mary Baker addresses the Board. Commissioner Morris confirmed our responsibility is to agree to sign off on the letter and send it back to them? Ms. Baker said, yes. Commissioner Boyd asks about the different format. Ms. Baker explains. Commissioner Boyd said, so out of the goodness of your heart, you let them dictate to you the format you use. Ms. Baker said, yes. Commissioner Boyd said, the County is not affiliated with the Tribes. He said, for another organization to come in and dictate the way it is supposed to be, I have a problem with that. Mr. Booker said he believes the templates were similar. Commissioner Morris motions to sign the document to the Klamath Tribes. Commissioner Boyd seconds. Unanimous vote. Approved.

2. SCOEDD Funding Request

Commissioner Boyd said, I reached out to Betty twice and haven't heard back from her. Commissioner Morris asks staff to table this item until the next time all three Commissioners are here.

3. Storage And Retention Discussion Continued

Commissioner Boyd said he suggests sending out an email to all County employees from the Board stating that if all personal data is not deleted from County computers, it will be deleted by IT. Ms. Chastain said, last time, we did get the majority of personal items out. She said, most of the storage is being taken up by department's share data and that is what needs to be addressed. Commissioner Boyd said, we need to tell departments that they need to go through and purge according to records retention laws. He said, we need to tell them this stuff has got to start coming off due to liability and we need to space. Ms. Chastain said, the space will be expensive and we will have to do it at some point especially as more departments want to go paperless. She said, it will help us move forward if we have an idea of how much we have. Commissioners agreed to have Commissioner Morris work with Ms. Chastain to send an email out to department heads. The Board agreed to give departments 90 days to purge County related records that are no longer needed and all employees 7 days to purge personal data from County computers.

~~4. Email Content Discussion~~

5. Government Center Public Restroom Issues

The Board reviewed pictures of items left by members of the public in the restrooms. Commissioner Boyd said, according to the janitor, this has become a problem. The Board also reviewed the ORS relating to public restrooms. Commissioner Boyd said, looking at the pictures I think we overreacted. Commissioner Morris said she doesn't want to get into the restroom monitoring business. Commissioner Morris said she would like to explore options if the problem continues but is ok to leave it as is for now. Commissioner Boyd agreed.

6. Postings To County Social Media/Web Pages

Ms. Chastain asks the Board for some direction on how she should proceed if she sees something inappropriate on our social media. Commissioner Morris said, if anything strikes you as a maybe, you should shoot it to Board staff who will get it to the liaison and/or the Board. She said she agrees, it's not Ms. Chastain's responsibility to call the department. That is the Board's responsibility. Commissioner Boyd agreed.

~~7. Telecommuting As Schools Reopen~~

8. Rural Klamath Connects Support Letter

Commissioner Morris motions to sign the letter. Commissioner Boyd seconds. Unanimous vote. Approved.

8. Other County Business

None.

9. Adjournment

1:25pm

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.

305 Main Street 2nd Floor, Klamath Falls, OR 97601

E-mail: bocc@klamathcounty.org Website: www.klamathcounty.org