



BOARD OF COMMISSIONERS

1300 NW Wall Street, Bend, Oregon
(541) 388-6570

FOR RECORDING STAMP ONLY

BOCC MEETING MINUTES

11:00 AM

MONDAY April 22, 2024

Barnes & Sawyer Room
Live Streamed Video

Present were Commissioners Patti Adair, Tony DeBone and Phil Chang. Also present were County Administrator Nick Lelack; Assistant County Counsel Kim Riley; and BOCC Executive Assistant Brenda Fritsvold.

This meeting was audio and video recorded and can be accessed at the Deschutes County Meeting Portal webpage www.deschutes.org/meetings.

CALL TO ORDER: Chair Adair called the meeting to order at 11:00 am.

CITIZEN INPUT: None

AGENDA ITEMS:

1. Salary, Market, and Equity Study

Kathleen Hinman, Human Resources Director, reviewed the Board's prior authorization to conduct a salary, market and equity study to assist with evaluating staff compensation and benefits with the goal of remaining competitive and equitable while ensuring sustainability. She summarized that a wage review and market analysis for non-represented and AFSCME represented employees will be undertaken as well as evaluations of internal equity and pay equity organization-wide.

Adding that the State's pay equity law will be applied to all positions as the study is conducted, Hinman introduced representatives of HR Answers, the selected contractor for this project.

Laurie Grenya from HR Answers said the company will guide the County as it works to update its compensation philosophy and evaluate salary structures for competitiveness and equity. HR Answers will also review the County's existing policies and procedures applicable to administering compensation to ensure adherence to best practices.

Saying that HR Answers encourages organizations to consider total compensation (base pay, retirement benefits, healthcare benefits) when evaluating compensation, Grenya shared the results of a survey conducted of the County's executive team on this issue. She advised that the County consider changing which comparables are surveyed for market salary information to better reflect who the County competes for staff against, and who it loses staff to. Stressing that determining job matches requires the careful evaluation of transferable skills, she described the four pillars of job matching and said at a minimum, three of these are needed to match one job with another.

Continuing, Grenya said although Deschutes County currently uses four counties as comparables, the County is—outside of police and fire—able to decide which jurisdictions and/or organizations to use as comps. Grenya recommended expanding the comps beyond the current four counties and including two reputable aggregate resources (or aggregator surveys). She further recommended evaluating the compensation provided by any public sector entity of comparative staff size and budget size to Deschutes County.

Commissioner Chang was interested to factor in the consideration that some of the County's job candidates are seeking a certain active outdoor lifestyle.

Responding to Commissioner DeBone, Hinman confirmed that the County reports compensation information to the State on a regular basis.

Commissioner Adair asked to know the median salary paid by Deschutes County. Hinman agreed to provide that information.

Responding to Commissioner Adair, Hinman said the average length of employment at the County is just over eight years.

Commissioner DeBone supported expanding the comparables used to gain a bigger picture. He noted this will require deciding which specific information is used when comparing compensation.

Hinman explained that an aggregate survey consolidates all of the returned information into one column for each position. She asked if the Board wishes to continue using the current comparables as well as an aggregate factor.

In response to Commissioner Adair, Grenya said using aggregate sources cuts time and costs. Direct market surveys, on the other hand, take much longer because each jurisdiction must be surveyed separately.

Commissioner DeBone noted that because some workers prefer the private sector to the public, evaluating total compensation is important.

Commissioner Adair suggested including the Cities of Bend and Redmond as comparables.

Hinman confirmed that department heads indicated interest in including information gleaned from the private sector. She said if the Board wants this included, it could be incorporated into the aggregator data.

Commissioner Chang supported expanding the comparables beyond the four counties currently used to include other public sector and possibly private sector comps.

Hinman said staff will bring this matter back to the Board on Wednesday for further discussion and potential Board direction.

At 12:06 pm, the meeting was recessed until 12:30. The meeting reconvened at 12:30 pm.

2. **Department of Justice Violence Against Women grant to improve criminal justice responses to sexual assaults, domestic violence and stalking**

Kathleen Meehan Coop presented the request to apply for a Violence Against Women ICJR grant to continue the Deschutes County High Risk Domestic Violence Team. Meehan Coop explained that the District Attorney's Office, in partnership with Saving Grace, Parole and Probation, the Sheriff's Office and area police departments have partnered for two prior ICJR grants to benefit victims of domestic violence. If awarded, the grant will be used to fund two positions: a part-time domestic violence investigator and a law enforcement liaison who will provide comprehensive services for high-risk survivors of domestic violence.

CHANG: Move approval of the submittal of an application for a 2024 Violence Against Women ICJR grant

DEBONE: Second

VOTE: CHANG: Yes
 DEBONE: Yes
 ADAIR: Chair votes yes. Motion Carried

3. **FY 2025 Video Lottery Fund Allocations**

Laura Skundrick, Management Analyst, reminded that each year, the Board considers anticipated revenue from the County's portion of video lottery proceeds for the upcoming fiscal year and develops an expenditure plan for these. In FY 2025, the County's revenue from video lottery proceeds is expected to be \$1,370,000; staff recommends that the Board determine allocations in alignment with this projection.

Budget & Fiscal Planning Manager Dan Emerson explained that one of the questions before the Board is whether to allocate some of the available video lottery funds to County core services in order to help relieve pressure on the General Fund and Transient Room Tax Fund.

Responding to Commissioner Adair, Skundrick said the video lottery fund has \$1,108,409 in beginning working capital, which staff recommends be reserved as contingency.

Skundrick presented four possible funding options for the Board's consideration.

Discussion ensued regarding the funding needed for the Fair & Expo's masterplan. In response to questions, Fair & Expo Director Geoff Hinds said as the envisioned land swap with the State proceeds, the additional 140 acres will be incorporated into a new masterplan of the entire Fairgrounds. He confirmed that the Fair utilizes TRT funds for marketing and also for capital repairs, and said the RFPs received for the masterplan have not yet been evaluated.

Commissioner Adair urged allowing the Central District Oregon High School Equestrian Team (OHSET) program to resume operating at the Fairgrounds, saying Rimrock is too small of a facility. Noting that every high school in Deschutes County participates in this program, she encouraged prioritizing this use as OHSET is an important program which benefits youth.

In response to Commissioner Adair, Hinds confirmed he has talked with the organizers of the proposed new sports complex and understands their interest in possibly utilizing Fair property. As a next step, the proponents will conduct necessary research to identify community needs.

Commissioner Adair asked to know how much was spent on the 2018 Fair masterplan.

Commissioner Chang spoke to the possibility of putting a bond measure to voters for renovation and development of Fair facilities once the masterplan is completed.

In response to Commissioner Adair, Lee Randall, Facilities Director, said with respect to the changes to the District Attorney's office space, staff has looked at projected staffing levels and how the space can best be utilized to provide as much flexibility as possible going forward. As part of this project, staff envisions also improving the utilization of other floors in the existing courthouse. Cost estimates are not yet available.

Responding to questions, Randall said the space formerly used to store records requires the installation of HVAC to be suitable for occupancy. Staff will bring options to the Board for its consideration.

The Board discussed the four options presented by staff for allocating video lottery funds in FY 2025. Commissioner Chang said while the County's core services are extremely important, he had concerns about community partners who have depended on these funds for decades.

Dan Emerson, Budget & Financial Planning Manager, noted that Environmental Health has the option of increasing its inspection fees to lower the subsidy needed from the General Fund.

Commissioner DeBone supported subsidizing the Environmental Health division at \$250,000, allocating \$150,000 for the Fair masterplan, and allocating \$100,000 to remodel the DA's office. Commissioner Adair concurred.

Commissioner Chang referred to funding requests from organizations not previously funded and expressed concern about honoring the partnerships with organizations funded in the past. He spoke to the purpose of video lottery funds and the critical services provided by many community partners.

Discussion ensued regarding the increase in funds requested from EDCO and funding requests from Chambers of Commerce. Commissioners discussed funding each of the service organizations at 50% of the full amount requested by each as a starting point.

Noting that some of the Chambers serve incorporated areas, Commissioner Chang said as the Sunriver Chamber does not, he supported funding it at a total of \$45,000.

Commissioner Adair reported that United Way uses just 2% of its contributions for administration.

Following further discussion, the Board concurred to fund COVO at \$30,000 and award a \$15,000 total allocation to the Deschutes Cultural Coalition.

In response to Commissioner Adair, David Doyle, County Counsel, said video lottery funds must be used for economic development purposes. He allowed that this term can be broadly construed, and said a legal opinion from the prior County Counsel advised that these funds could be used for distribution to the service partners.

The Commissioners were in consensus to allocate each of the service partners an additional \$5,000 on top of the previously discussed allocations of 50% of their request.

Skundrick said staff will bring this matter back to the Board for final action.

The Board convened as the governing body of the Sunriver Service District.

4. Sunriver Service District Management Agreement Updates

County Counsel David Doyle summarized that the Board of the Sunriver Service District (SSD) is proposing changes to the Management Agreement between the Governing Body of the SSD, the SSD Managing Board, and the Sunriver Owners Association (SROA).

Jim Fister, Board Chair of the SSD Managing Board, described the proposal to transition all seven SSD Managing Board positions to open positions to enable more representation from those who want to serve. He added that the SROA could be offered an ex-officio position on the SSD Managing Board in lieu of having two voting positions as it does now.

Commissioner DeBone differentiated between the SSD and the homeowners' association, noting that the SSD provides public safety services (i.e., law enforcement and fire protection).

James Lewis, representing the SROA, said many people who own property in Sunriver do not live there. He confirmed that SROA seeks to retain its designated seats on the SSD board.

Clark Peterson, also representing the SROA, said the SROA and SSD work very well together. Adding that SROA is willing to accept a decrease from two positions on the SSD Board to one, he noted that a position with full voting rights is not the same as an ex officio, non-voting position. He believed that any conflicts of interest could be managed.

Commissioner DeBone asked if the SROA would be willing to restrict its representative to the SSD Board to someone who is a full-time resident and registered voter in Sunriver.

Gerhard Beenen, SROA president and SSD treasurer, stated his support for keeping one SROA representative on the SSD Board. He was concerned that without this, it will be difficult to maintain representation.

Lewis referred to a joint meeting of the two Boards last week and asked about the rationale behind the concern about possible conflicts of interest.

County Counsel David Doyle spoke to concerns about the potential for conflicts of interest, whether intentional or inadvertent, and to the potential disclosure of confidential information. He explained attorney-client privilege and attorney work product and stressed that the SROA is not the County's client. He said while the SROA is a private entity, the SSD Board is a public body which must abide by certain rules regarding public records and open meetings. These changes attempt to minimize the blended arrangement between a private entity and public body that currently exists.

SSD Board member John Shoemaker shared his belief that the proposed changes to the management agreement would not change the relationship between the two entities.

Commissioner Chang encouraged both parties to return with a proposal all can agree to.

Commissioner DeBone offered to meet with all interested parties in an effort to facilitate an agreement.

A break was announced at 2:19 pm. The meeting resumed at 2:23 pm with the Board reconvening as the governing body of Deschutes County.

5. **Discussion and Possible Action on Property Identified for the Land Exchange with the Department of State Lands**

Erik Kropp, Deputy County Administrator, said staff seeks conceptual approval to clear 137 acres of County-owned property in east Redmond of all encampments in the process of cleaning up the property for the purpose of completing a long-sought land exchange with the Department of State Lands. Staff proposes clearing this property of encampments by utilizing a nearby County-owned property of 45 acres as a site where people could relocate their camps.

Kristie Bollinger, Property Manager, presented a draft remediation plan which includes communication and coordination with service providers and the City of Redmond.

Commissioner DeBone clarified that the 45 acre property is located near Oasis Village and CORE3.

In response to comments, Kropp agreed that one of the challenges of the 45 acre site is its unlevel terrain along with many rocks and junipers.

Commissioner Adair said the City of Redmond is willing to partner with the County to establish a campground with some services on the 45 acres.

Commissioner Chang noted that the 45 acres is part of Coordinated Houseless Response Office (CHRO) RFQ/RFP process to identify potential service providers for a managed camp or other services. Kropp said responses to the RFQ/RFP have been received but not yet evaluated.

Commissioner Chang said offering minimal services and minimal security to relocated encampments would result in bad outcomes.

Commissioner DeBone did not want to offer a place where people would be leery to go due to concerns about safety. He commented on the concept of a long-time visitor area at the 45 acres which would offer trash service, bathrooms, and potable water, and require adherence to rules to ensure satisfactory conduct of the persons staying there.

Commissioner Adair said gravel will need to be added to guard against fires.

The Board was in consensus to support moving forward with the presented concept. Kropp said staff will return for direction on what services will be provided on the 45 acres and who will provide these.

Commissioner Chang exited the meeting at 2:53 pm.

6. Treasury Report for March 2024

Bill Kuhn, County Treasurer, presented the March 2024 Treasury Report.

7. Finance Report for March 2024

Robert Tintle, Chief Financial Officer, presented the March 2024 Finance Report.

OTHER ITEMS:

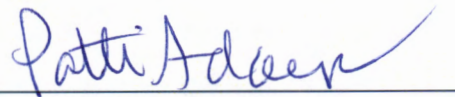
- Commissioner DeBone attended a Rotary meeting and the La Pine High School's "Bite of Reality" event.
- Commissioner Adair reported on last week's Behavioral Health Advisory Board meeting, in particular discussion regarding the concern that many youth are experiencing mental health struggles.
- Commissioner DeBone reported on the Redmond Airport committee meeting last Thursday where phase 1 of the airport's expansion project was discussed. This phase will include three skybridges for passenger embarking and disembarking.
- County Administrator Nick Lelack announced the Board will hold a public hearing on the 2020-2040 Comprehensive Plan Update in Sunriver tomorrow.

EXECUTIVE SESSION: None

ADJOURN:

Being no further items to come before the Board, the meeting was adjourned at 3:30 pm.

DATED this 15th day of May 2024 for the Deschutes County Board of Commissioners.

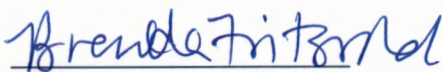


PATTI ADAIR, CHAIR



ANTHONY DEBONE, VICE CHAIR

ATTEST:



RECORDING SECRETARY



PHIL CHANG, COMMISSIONER