



BOARD OF COMMISSIONERS

BOARD OF COUNTY COMMISSIONERS MEETING

9:00 AM, WEDNESDAY, JULY 20, 2022

Barnes Sawyer Rooms - Deschutes Services Bldg - 1300 NW Wall St – Bend

(541) 388-6570 | www.deschutes.org

AGENDA

MEETING FORMAT: The Oregon legislature passed House Bill (HB) 2560, which requires that public meetings be accessible remotely, effective on January 1, 2022, with the exception of executive sessions. Public bodies must provide the public an opportunity to access and attend public meetings by phone, video, or other virtual means. Additionally, when in-person testimony, either oral or written is allowed at the meeting, then testimony must also be allowed electronically via, phone, video, email, or other electronic/virtual means.

Attendance/Participation options are described above. Members of the public may still view the BOCC meetings/hearings in real time via the Public Meeting Portal at www.deschutes.org/meetings

Citizen Input: Citizen Input is invited in order to provide the public with an opportunity to comment on any meeting topic that is not on the current agenda. Citizen Input is provided by submitting an email to: citizeninput@deschutes.org or by leaving a voice message at 541-385-1734. Citizen input received by noon on Tuesday will be included in the Citizen Input meeting record for topics that are not included on the Wednesday agenda.

Zoom Meeting Information: Staff and citizens that are presenting agenda items to the Board for consideration or who are planning to testify in a scheduled public hearing may participate via Zoom meeting. The Zoom meeting id and password will be included in either the public hearing materials or through a meeting invite once your agenda item has been included on the agenda. Upon entering the Zoom meeting, you will automatically be placed on hold and in the waiting room. Once you are ready to present your agenda item, you will be unmuted and placed in the spotlight for your presentation. If you are providing testimony during a hearing, you will be placed in the waiting room until the time of testimony, staff will announce your name and unmute your connection to be invited for testimony. Detailed instructions will be included in the public hearing materials and will be announced at the outset of the public hearing.

For Public Hearings, the link to the Zoom meeting will be posted in the Public Hearing Notice as well as posted on the Deschutes County website at <https://www.deschutes.org/bcc/page/public-hearing-notices>.

CALL TO ORDER

PLEDGE OF ALLEGIANCE

CITIZEN INPUT: Citizen Input may be provided as comment on any topic that is not on the agenda.

***Note:** In addition to the option of providing in-person comments at the meeting, citizen input comments may be emailed to citizeninput@deschutes.org or you may leave a brief voicemail at 541.385.1734. To be timely, citizen input must be received by noon on Tuesday in order to be included in the meeting record.*

CONSENT AGENDA

- [1.](#) Consideration of Board Signature of Order No. 2022-039, Appointing Health Services Director's Designees
- [2.](#) Consideration of Board Order #2022-038, An Order Directing the County Administrator to Sign a Grant Agreement to Accept Funds to Support a Coordinated Office on Homelessness
- [3.](#) Consideration of Resolution No. 2022-052 to Extend 4.0 Limited Duration Health Services FTE within the FY 2022-2023 Deschutes County Budget.

ACTION ITEMS

- [4.](#) **9:05 AM DELIBERATIONS:** Consideration of Board Ordinance No. 2022-009, Referring a Measure to the Electors to Prohibit the Establishment of Psilocybin Product Manufacturers and Psilocybin Service Center Operators within Unincorporated Deschutes County
- [5.](#) **9:50 AM** Oasis Village: Project update
- [6.](#) **10:20 AM** First reading of Ordinance No 2022-008. An ordinance amending Chapter 2.14 (County Internal Auditor) and Chapter 2.15 (County Audit Committee) as recommended by the County Audit Committee.
- [7.](#) **10:30 AM** Notice of Intent to Award a Services Contract for the Household and Conditionally Exempt Generator Hazardous Waste Management Program
- [8.](#) **10:40 AM** Consideration of Board signature of Document No. 2022-646, Amendment for Extension of the Agreement with the Heart of Oregon Corps
- [9.](#) **10:50 AM** Consideration of Resolution No. 2022-053 Adopting a Supplemental Budget and Increasing Appropriations within the Health Services Fund and 2022-23 Deschutes County Budget.

[10.](#) **10:55 AM** Consideration of Resolution No. 2022-054 Adopting a Supplemental Budget and Increasing Appropriations within the Health Services Fund and 2022-23 Deschutes County Budget.

[11.](#) **11:00 AM** Consideration of American Rescue Plan Act Funding Proposals

LUNCH RECESS

[12.](#) **1:00 PM** Performance Measure Update from Environmental Health

[13.](#) **1:15 PM** Grant follow up: Spay & Neuter Grant and Discretionary Grants

OTHER ITEMS

These can be any items not included on the agenda that the Commissioners wish to discuss as part of the meeting, pursuant to ORS 192.640.

EXECUTIVE SESSION

At any time during the meeting, an executive session could be called to address issues relating to ORS 192.660(2)(e), real property negotiations; ORS 192.660(2)(h), litigation; ORS 192.660(2)(d), labor negotiations; ORS 192.660(2)(b), personnel issues; or other executive session categories.

Executive sessions are closed to the public; however, with few exceptions and under specific guidelines, are open to the media.

ADJOURN



Deschutes County encourages persons with disabilities to participate in all programs and activities. This event/location is accessible to people with disabilities. If you need accommodations to make participation possible, please call (541) 617-4747.



BOARD OF COMMISSIONERS

AGENDA REQUEST & STAFF REPORT

MEETING DATE: July 20, 2022

SUBJECT: Consideration of Board Signature of Order No. 2022-039, Appointing Health Services Director’s Designees

RECOMMENDED MOTION:

Move approval of Order No. 2022-039, Appointing Health Services Director’s Designees.

BACKGROUND AND POLICY IMPLICATIONS:

Oregon Revised Statute (ORS) 426.233 (3) provides that the Director may authorize a qualified individual to perform certain acts listed in ORS 426.233 (3) including, without limitation, accepting custody of a person from a peace officer, taking custody of a person, removing a person in custody to an approved hospital or nonhospital facility, transferring a person in custody to another individual authorized under this resolution or a peace officer, transferring a person in custody from a hospital or nonhospital facility to another hospital facility or nonhospital facility, and retaining a person in custody. The Director has confirmed that each of the individuals identified in Sections 2 and 3 of the attached Board Order are qualified mental health professionals as that term is defined under Oregon law and meet applicable standards established by the Oregon Health Authority.

Board Order 2022-001 was signed January 5, 2022. Since that time, one additional qualified mental health professional who meets the applicable standards has been hired, and three staff have left their designee positions. The authorization to provide custody and secure transportation services for allegedly mentally ill persons is being updated to reflect these staff changes through the attached Board Order 2022-039.

BUDGET IMPACTS:

None

ATTENDANCE:

Holly Harris, Crisis Program Manager

For Recording Stamp Only

BEFORE THE BOARD OF COUNTY COMMISSIONERS OF DESCHUTES COUNTY, OREGON

An Order Repealing Order No. 2022-001 dated January 5, 2022; and Authorizing Designated Persons to Provide Custody and Secure Transportation Services for Allegedly Mentally Ill Persons * * * ORDER NO. 2022-039

WHEREAS, on January 5, 2022, the Deschutes County Board of Commissioners signed Order No. 2022-001, “An Order Repealing Order No. 2021-047; and Authorizing Designated Persons to Provide Custody and Secure Transportation Services for Allegedly Mentally Ill Persons”; and

WHEREAS, ORS 426.070 through 426.395 authorize or require the Community Mental Health Program Director (“Director”) to take certain actions in matters pertaining to the custody, transport and involuntary commitment of mentally ill persons; and

WHEREAS, OAR 309-033-0210 includes, within the definition of the term “community mental health director,” a person who has been authorized by the Director to act in the Director’s capacity for the purpose of this rule; and

WHEREAS, the Director has authorized each of those individuals identified in Section 2, below, to act as the Director’s designee and in the Director’s capacity for purposes of OAR 309-033-0210; and

WHEREAS, ORS 426.233(3) provides that the Director may authorize a qualified individual to perform certain acts listed in ORS 426.233(3) including, without limitation, accepting custody of a person from a peace officer, taking custody of a person, removing a person in custody to an approved hospital or nonhospital facility, transferring a person in custody to another individual authorized under this resolution or a peace officer, transferring a person in custody from a hospital or nonhospital facility to another hospital facility or nonhospital facility, and retaining a person in custody; and

WHEREAS, the Director has recommended to the Deschutes County governing body that each of those individuals identified in Section 3, below, be authorized to perform those acts listed in ORS 426.233(3); and

WHEREAS, the Director has confirmed that each of the individuals identified in Sections 2 and 3 below is a qualified mental health professional as that term is defined under Oregon law and meets applicable standards established by the Oregon Health Authority; now therefore,

Based upon the foregoing recitals and pursuant to ORS 426.233 and OAR 309-033-0210, THE BOARD OF COUNTY COMMISSIONERS OF DESCHUTES COUNTY, OREGON, ORDERS as follows:

Section 1. Order Repealing Order No. 2022-001 dated January 5, 2022: “An Order Repealing Order No. 2021-047 dated September 29, 2021; and Authorizing Designated Persons to Provide Custody and Secure Transportation Services for Allegedly Mentally Ill Persons” is hereby repealed;

Section 2: The following persons, all of whom are part of the Deschutes County Health Services Department’s Community Assessment Team/Mobile Crisis Team, and all of whom are Qualified Mental Health Professionals, are hereby recognized as designees of the Director and are authorized to act in the capacity of the Director with regard to any action permitted or required to be performed by the Director under ORS 426.070 through ORS 426.395:

- Holly Harris, M.Ed., LPC, Crisis Services Program Manager
- Zoe Bartlett, MS, LMFT
- Rebecca Battleson, MSW, LCSW
- Amanda Copeland, MSW, CSWA
- Savannah DeLuca, MA, LPCi
- Susan Denight, MSW, CSWA
- Bethany Douglas, MS, LPC
- Susanna M. Gallagher, MSW, CSWA
- Adam Goggins, MA, LPC
- Meredith Haddan, MA, LPCi, CADC-R
- Jill Kaufmann, MS, LMFT
- Stephanie Koutsopoulos, MS, LPC
- Jesse Kratz, MA, LPCi
- Hanako Kubori, MS, LPCi
- Abby Levin, MA, LPC
- Elizabeth Lindt, MS, LPCi
- Taylor McGowan, MSW, CSWA
- Haley Piarulli, MSW, CSWA
- Megan Sergi-Sosa, MSW, LMSW, CADC
- Nicole Von Laven, MA, LPCi
- Megan Weaver, MSW, CSWA
- Hailey Clark, MA, Professional Counselor Associate, NCC
- Briana Schulte, LPC
- Martina Krupinski, M.Ed, LPCi
- Amber Hooper, MA, LMFT
- Ayshea Ali , MSW
- Sheri Bansemer, M.Ed., QMHP
- Leah Lewis, MSW, CSWA

Section 3. The following persons, all of whom are part of the Deschutes County Health Services Department’s Community Assessment Team/Mobile Crisis Team, and all of whom are Qualified Mental Health Professionals, are hereby authorized to perform any act set forth in ORS 426.233(3):

- Holly Harris, M.Ed., LPC, Crisis Services Program Manager
- Zoe Bartlett, MS, LMFT
- Rebecca Battleson, MSW, LCSW
- Amanda Copeland, MSW, CSWA
- Savannah DeLuca, MA, LPCi
- Susan Denight, MSW, CSWA
- Bethany Douglas, MS, LPC
- Susanna M. Gallagher, MSW, CSWA
- Adam Goggins, MA, LPC
- Meredith Haddan, MA, LPCi, CADC-R
- Jill Kaufmann, MS, LMFT

Stephanie Koutsopoulos, MS, LPC
 Jesse Kratz, MA, LPCi
 Hanako Kubori, MS, LPCi
 Abby Levin, MA, LPC
 Elizabeth Lindt, MS, LPCi
 Taylor McGowan, MSW, CSWA
 Haley Piarulli, MSW, CSWA
 Megan Sergi-Sosa, MSW, LMSW, CADC
 Nicole Von Laven, MA, LPCi
 Megan Weaver, MSW, CSWA
 Hailey Clark, MA, Professional Counselor Associate, NCC
 Briana Schulte, LPC
 Martina Krupinski, M.Ed, LPCi
 Amber Hooper, MA, LMFT
 Ayshea Ali , MSW
 Sheri Bansemer, M.Ed., QMHP
 Leah Lewis, MSW, CSWA

Section 4. Each individual identified herein in Sections 2 and 3 shall retain the authority granted by this order so long as he or she continuously meets applicable standards established by the Oregon Health Authority and is employed with the County in the Health Services Department except as may otherwise be ordered by the Board of County Commissioners.

DATED this ____ day of _____, 2022.. BOARD OF COUNTY COMMISSIONERS
 OF DESCHUTES COUNTY, OREGON

 ANTHONY DEBONE, Chair

ATTEST: _____
 PHIL CHANG, Vice Chair

 Recording Secretary

 PATTI ADAIR, Commissioner



BOARD OF COMMISSIONERS

AGENDA REQUEST & STAFF REPORT

MEETING DATE: July 20, 2022

SUBJECT: Consideration of Board Order #2022-038, An Order Directing the County Administrator to Sign a Grant Agreement to Accept Funds to Support a Coordinated Office on Homelessness

RECOMMENDED MOTION: Move approval of Board Order #2022-038.

BACKGROUND AND POLICY IMPLICATIONS: HB 4123 created the opportunity for regions to participate in a pilot program to start a coordinated office to address houselessness. The bill provides \$1 million over two-year period to fund the office. To receive these funds, Deschutes County must sign a Grant Agreement, Document #2022-522 (attached).

Section 4A(3) of the Grant Agreement requires that the County authorize the contract (Grant Agreement) by an ordinance, order or resolution. Board Order #2022-038 (attached) meets the requirement of the Grant Agreement and authorizes the County Administrator signature of Grant Agreement, Document #2022-522.

BUDGET IMPACTS: The funds from HB 4123 are included in FY 22-23 budget.

ATTENDANCE: Erik Kropp, Deputy County Administrator



For Recording Stamp Only

BEFORE THE BOARD OF COUNTY COMMISSIONERS OF DESCHUTES COUNTY, OREGON

An Order Directing the County Administrator to *
Sign a Grant Agreement to Accept Funds to * ORDER NO. 2022-38
Support a Coordinated Office on Homelessness *

WHEREAS, during the 2022 Oregon Legislative Session House Bill 4123 passed and was signed into law; and

WHEREAS, HB 4123 requires the Oregon Department of Administrative Services to provide grants to certain coordinated homeless response systems; and

WHEREAS, HB 4123 provides \$1 million over a two-year period for regions to stand up a coordinated office to address homelessness; and

WHEREAS, Deschutes County and the four cities within Deschutes County were awarded one of the grants; and

WHEREAS, Deschutes County and the four cities within Deschutes County have approved an Intergovernmental Agreement to implement HB 4123; and

WHEREAS, to receive the funds, the Oregon Department of Administrative Services requires a signed Grant Agreement, Document #2022-522; now, therefore

THE BOARD OF COUNTY COMMISSIONERS OF DESCHUTES COUNTY, OREGON, HEREBY ORDERS as follows:

Section 1. County Administrator signature of the Grant Agreement, Document #2022-55, to accept \$1,000,000 from the State of Oregon General Fund to establish a coordinated homeless response system consisting of Deschutes County, the City of Bend, the City of La Pine, the City of Redmond, and the City of Sisters.

Dated this _____ of _____, 20__

BOARD OF COUNTY COMMISSIONERS OF DESCHUTES COUNTY, OREGON

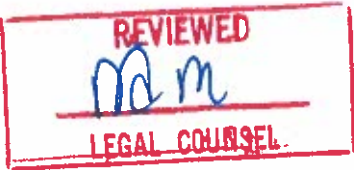
PATTI ADAIR, Chair

ANTHONY DeBONE, Vice Chair

ATTEST:

Recording Secretary

PHIL CHANG, Commissioner



GRANT AGREEMENT

Title: House Bill 4123 (2022 Regular Session) General Fund Grant

Agreement Number: 107-2022-4123-03

This grant agreement ("Contract"), dated as of the date the Contract is fully executed, is made by the State of Oregon, acting by and through its Department of Administrative Services ("DAS" or "State"), and Deschutes County ("Recipient"). This Contract becomes effective only when fully signed and approved as required by applicable law (the "Effective Date") and, unless earlier terminated, expires on June 30, 2023 (the "Expiration Date"). The period from the Effective Date through the Expiration Date is hereinafter referred to as the "Grant Term." **Certain terms of the Contract survive its termination or expiration as set forth in Section 8.K below.**

The Contract includes attached Exhibit A - Project Description, which is incorporated by this reference.

Pursuant to the Oregon Laws 2022, chapter 70, section 3 (the "Authorization"), the Oregon Legislature appropriated \$1,000,000 from the General Fund for a grant to Recipient to establish a coordinated homeless response system consisting of Recipient, the City of Bend, the City of La Pine, the City of Redmond, and the City of Sisters forming the response system, as more particularly described in Exhibit A (the "Project").

SECTION 1 – GRANT

DAS shall provide Recipient, and Recipient shall accept from DAS, a grant (the "Grant") in the amount of \$1,000,000.

Conditions Precedent. DAS's obligations are subject to the receipt of the following items, in form and substance satisfactory to DAS and its counsel:

- (1) This Contract duly signed by an authorized officer of Recipient; and
- (2) Such other certificates, documents, opinions and information as DAS may reasonably require.

SECTION 2 – DISBURSEMENT

- A. Full Disbursement. Upon satisfaction of all conditions precedent, DAS shall disburse the full Grant to Recipient.
- B. Condition to Disbursement. DAS has no obligation to disburse funds unless, in the reasonable exercise of its administrative discretion, it has sufficient funding, appropriations, limitations, allotments and other expenditure authority to make the disbursement.

SECTION 3 - USE OF GRANT

- A. Use of Grant Moneys. Recipient shall use the Grant to implement the Project, as more particularly described in Exhibit A.
- B. Costs Paid for by Others. Recipient may not use any of the Grant to cover costs to be paid for by another State of Oregon agency or any third party.

SECTION 4 - REPRESENTATIONS AND WARRANTIES OF RECIPIENT

Recipient represents and warrants to DAS:

- A. Organization and Authority.
 - (1) Recipient is a county validly organized and existing under the laws of the State of Oregon.
 - (2) Recipient has all necessary right, power and authority under its organizational documents and under Oregon law to (a) execute and deliver this Contract, (b) incur and perform its obligations under this Contract, and (c) receive the Grant funds.
 - (3) This Contract has been authorized by an ordinance, order or resolution of Recipient’s governing body.
 - (4) This Contract has been duly executed by Recipient, and when executed by DAS, is legal, valid and binding, and enforceable in accordance with their terms.
- B. Full Disclosure. Recipient has disclosed in writing to DAS all facts that materially adversely affect its ability to perform all obligations required by this Contract. Recipient has made no false statements of fact, nor has it omitted information necessary to prevent any statements from being misleading. The information contained in this Contract is true and accurate in all respects.
- C. Pending Litigation. Recipient has disclosed in writing to DAS all proceedings pending (or to the knowledge of Recipient, threatened) against or affecting Recipient, in any court or before any governmental authority or arbitration board or tribunal, that, if adversely determined, would materially adversely affect the ability of Recipient to perform all obligations required by this Contract.
- D. No Defaults. No Defaults or Events of Default exist or occur upon authorization, execution or delivery of this Contract.
- E. Compliance with Existing Agreements and Applicable Law. The authorization and execution of, and the performance of all obligations required by, this Contract will not: (i) cause a breach of any agreement or instrument to which Recipient is a party; (ii) violate any provision of the charter or other document pursuant to which Recipient was organized or established; or (iii) violate any laws, regulations, ordinances, resolutions, or court orders related to Recipient or its properties or operations.

SECTION 5 - COVENANTS OF RECIPIENT

Recipient covenants as follows:

- A. Notice of Adverse Change. Recipient shall promptly notify DAS of any adverse change in the activities, prospects or condition (financial or otherwise) of Recipient related to the ability of Recipient to perform all obligations required by this Contract.
- B. Compliance with Laws. Recipient shall comply with all applicable laws, rules, regulations and orders of any court or governmental authority that relate to this Contract and Recipient’s use of the Grant funds.
- C. Annual Progress Reports. Recipient must submit to DAS annual progress reports (each a “Progress Report”) until Grant funds are fully expended. A Progress Report is due one year from distribution of funding and thereafter annually until the Grant funds are fully expended. Each Progress Report shall contain a brief narrative and financial report on the total use of Grant funds. The narrative and financial report should include, but need not be limited to, the following information:

- (1) Brief description of the Project and use of Grant funds to date;
- (2) Timeline for major Project deliverables;
- (3) Grant funds spent to date; and
- (4) Project milestones met to date.

- D. Books and Records. Recipient shall keep accurate books and records of the uses of the Grant and maintain them according to generally accepted accounting principles.
- E. Inspections; Information. Recipient shall permit DAS and any party designated by DAS to inspect and make copies, at any reasonable time, of any accounts, books and records, including, without limitation, its records regarding receipts, disbursements, contracts, investments and any other related matters. Recipient shall supply any related reports and information as DAS may reasonably require.
- F. Records Maintenance. Recipient shall retain and keep accessible all books, documents, papers, and records that are directly related to this Contract for a minimum of six years beyond the later of the final and total expenditure or disposition of the Grant. If there are unresolved issues at the end of such period, Recipient shall retain the books, documents, papers and records until the issues are resolved.
- G. Notice of Default. Recipient shall give DAS prompt written notice of any Default as soon as any senior administrative or financial officer of Recipient becomes aware of its existence or reasonably believes a Default is likely.
- H. Contribution.
- 1) If any third party makes any claim or brings any action, suit or proceeding alleging a tort as now or hereafter defined in ORS 30.260 ("Third Party Claim") against State or Recipient with respect to which the other Party may have liability, the notified Party must promptly notify the other Party in writing of the Third Party Claim and deliver to the other Party a copy of the claim, process, and all legal pleadings with respect to the Third Party Claim. Each Party is entitled to participate in the defense of a Third Party Claim, and to defend a Third Party Claim with counsel of its own choosing. Receipt by a Party of the notice and copies required in this paragraph and meaningful opportunity for the Party to participate in the investigation, defense and settlement of the Third Party Claim with counsel of its own choosing are conditions precedent to that Party's liability with respect to the Third Party Claim.
 - 2) With respect to a Third Party Claim for which State is jointly liable with Recipient (or would be if joined in the Third Party Claim), State shall contribute to the amount of expenses (including attorneys' fees), judgments, fines and amounts paid in settlement actually and reasonably incurred and paid or payable by Recipient in such proportion as is appropriate to reflect the relative fault of the State on the one hand and of the Recipient on the other hand in connection with the events which resulted in such expenses, judgments, fines or settlement amounts, as well as any other relevant equitable considerations. The relative fault of State on the one hand and of Recipient on the other hand shall be determined by reference to, among other things, the Parties' relative intent, knowledge, access to information and opportunity to correct or prevent the circumstances resulting in such expenses, judgments, fines or settlement amounts. State's contribution amount in any instance is capped to the same extent it would have been capped under Oregon law, including the Oregon Tort Claims Act, ORS 30.260 to 30.300, if State had sole liability in the proceeding.
 - 3) With respect to a Third Party Claim for which Recipient is jointly liable with State (or would be if joined in the Third Party Claim), Recipient shall contribute to the amount of expenses

(including attorneys' fees), judgments, fines and amounts paid in settlement actually and reasonably incurred and paid or payable by State in such proportion as is appropriate to reflect the relative fault of Recipient on the one hand and of State on the other hand in connection with the events which resulted in such expenses, judgments, fines or settlement amounts, as well as any other relevant equitable considerations. The relative fault of Recipient on the one hand and of State on the other hand shall be determined by reference to, among other things, the Parties' relative intent, knowledge, access to information and opportunity to correct or prevent the circumstances resulting in such expenses, judgments, fines or settlement amounts. Recipient's contribution amount in any instance is capped to the same extent it would have been capped under Oregon law, including the Oregon Tort Claims Act, ORS 30.260 to 30.300, if it had sole liability in the proceeding.

SECTION 6 - DEFAULTS

Any of the following constitutes an "Event of Default":

- A. Any false or misleading representation is made by or on behalf of Recipient, in this Contract or in any document provided by Recipient related to this Grant.
- B. Recipient fails to perform any obligation required under this Contract, other than those referred to in subsection A of this section 6, and that failure continues for a period of 10 business days after written notice specifying such failure is given to Recipient by DAS. DAS may agree in writing to an extension of time if it determines Recipient instituted and has diligently pursued corrective action.

SECTION 7 - REMEDIES

- A. Remedies. Upon any Event of Default, DAS may pursue any or all remedies in this Contract and any other remedies available at law or in equity to enforce the performance of any obligation of Recipient. Remedies may include, but are not limited to any one or more of the following:
 - (1) Terminating DAS's commitment and obligation to make the Grant.
 - (2) Barring Recipient from applying for future awards.
 - (3) Withholding amounts otherwise due to Recipient for application to the payment of amounts due under this Contract.
 - (4) Requiring repayment of the Grant and all interest earned by Recipient on those Grant funds.
- B. Application of Moneys. Any moneys collected by DAS pursuant to section 7.A will be applied first, to pay any attorneys' fees and other fees and expenses incurred by DAS; then, as applicable, to repay any Grant proceeds owed; then, to pay other amounts due and payable under this Contract, if any.
- C. No Remedy Exclusive; Waiver; Notice. No remedy available to DAS is intended to be exclusive, and every remedy will be in addition to every other remedy. No delay or omission to exercise any right or remedy will impair or is to be construed as a waiver of such right or remedy. No single or partial exercise of any right power or privilege under this Contract will preclude any other or further exercise thereof or the exercise of any other such right, power or privilege. DAS is not required to provide any notice in order to exercise any right or remedy, other than notice required in section 7 of this Contract.

SECTION 8 - MISCELLANEOUS

- A. Time is of the Essence. Recipient agrees that time is of the essence under this Contract.
- B. Relationship of Parties; Successors and Assigns; No Third-Party Beneficiaries.

- (1) The parties agree that their relationship is that of independent contracting parties and that Recipient is not an officer, employee, or agent of the State of Oregon as those terms are used in ORS 30.265.
- (2) Nothing in this Contract gives, or is to be construed to give, directly or indirectly, to any third persons any rights and benefits greater than those enjoyed by the general public.
- (3) This Contract will be binding upon and inure to the benefit of DAS, Recipient, and their respective successors and permitted assigns.
- (4) Recipient may not assign or transfer any of its rights or obligations or any interest in this Contract without the prior written consent of DAS. DAS may grant, withhold or impose conditions on such consent in its sole discretion. In the event of an assignment, Recipient shall pay, or cause to be paid to DAS, any fees or costs incurred because of such assignment, including but not limited to attorneys’ fees of DAS’s counsel. Any approved assignment is not to be construed as creating any obligation of DAS beyond those in this Contract, nor does assignment relieve Recipient of any of its duties or obligations under this Contract. For the avoidance of doubt, nothing in this Section 8.B(4) prevents Recipient from distributing Grant funds to contractors or subgrantees for the Project purposes described in Section 3.A.

- C. Disclaimer of Warranties; Limitation of Liability. Recipient agrees that:

- (1) DAS makes no warranty or representation.
- (2) In no event are DAS or its agents liable or responsible for any direct, indirect, incidental, special, consequential or punitive damages in connection with or arising out of this Contract.

- D. Notices and Communication. Except as otherwise expressly provided in this Contract, any communication between the parties or notices required or permitted must be given in writing by personal delivery, email, or by mailing the same, postage prepaid, to Recipient or DAS at the addresses set forth below, or to such other persons or addresses that either party may subsequently indicate pursuant to this Section.

Any communication or notice by personal delivery will be deemed effective when actually delivered to the addressee. Any communication or notice so addressed and mailed will be deemed to be received and effective five (5) days after mailing. Any communication or notice given by email becomes effective 1) upon the sender’s receipt of confirmation generated by the recipient’s email system that the notice has been received by the recipient’s email system or 2) the recipient’s confirmation of receipt, whichever is earlier. Notwithstanding this provision, the following notices may not be given by email: notice of default or notice of termination.

If to DAS: Oregon Department of Administrative Services
 ATTN: Kate Nass, Deputy Chief Financial Officer
 155 Cottage St. NE
 Salem OR 97301
kate.nass@oregon.gov

If to Recipient: Deschutes County
ATTN: Erik Kropp, Deputy County Administrator
1300 NW Wall Street
Bend, Oregon 97703
Erik.Kropp@deschutes.org

- E. No Construction against Drafter. This Contract is to be construed as if the parties drafted it jointly.
- F. Severability. If any term or condition of this Contract is declared by a court of competent jurisdiction as illegal, invalid or unenforceable, that holding will not invalidate or otherwise affect any other provision.
- G. Amendments, Waivers. This Contract may not be amended without the prior written consent of DAS (and when required, the Department of Justice) and Recipient. This Contract may not be amended in a manner that is not in compliance with the Authorization. No waiver or consent is effective unless in writing and signed by the party against whom such waiver or consent is sought to be enforced. Such waiver or consent will be effective only in the specific instance and for the specific purpose given.
- H. Attorneys' Fees and Other Expenses. To the extent permitted by the Oregon Constitution and the Oregon Tort Claims Act, the prevailing party in any dispute arising from this Contract is entitled to recover its reasonable attorneys' fees and costs at trial and on appeal. Reasonable attorneys' fees cannot exceed the rate charged to DAS by its attorneys.
- I. Choice of Law; Designation of Forum; Federal Forum. The laws of the State of Oregon (without giving effect to its conflicts of law principles) govern all matters arising out of or relating to this Contract, including, without limitation, its validity, interpretation, construction, performance, and enforcement.

Any party bringing a legal action or proceeding against any other party arising out of or relating to this Contract shall bring the legal action or proceeding in the Circuit Court of the State of Oregon for Marion County (unless Oregon law requires that it be brought and conducted in another county). Each party hereby consents to the exclusive jurisdiction of such court, waives any objection to venue, and waives any claim that such forum is an inconvenient forum.

Notwithstanding the prior paragraph, if a claim must be brought in a federal forum, then it must be brought and adjudicated solely and exclusively within the United States District Court for the District of Oregon. This paragraph applies to a claim brought against the State of Oregon only to the extent Congress has appropriately abrogated the State of Oregon's sovereign immunity and is not consent by the State of Oregon to be sued in federal court. This paragraph is also not a waiver by the State of Oregon of any form of defense or immunity, including but not limited to sovereign immunity and immunity based on the Eleventh Amendment to the Constitution of the United States.

- J. Integration. This Contract (including all exhibits, schedules or attachments, if any) constitutes the entire agreement between the parties on the subject matter. There are no unspecified understandings, agreements or representations, oral or written, regarding this Contract.
- K. Survival. The following provisions survive expiration or termination of this Contract: Sections 5.C., 5.E., 5.F., 5.H., 6, 7, 8.H., 8.I and 8.K.
- L. Execution in Counterparts. This Contract may be signed in several counterparts, each of which is an original and all of which constitute one and the same instrument.

Recipient, by its signature below, acknowledges that it has read this Contract, understands it, and agrees to be bound by its terms and conditions.

STATE OF OREGON
acting by and through its
Department of Administrative Services

RECIPIENT

By: _____

By: _____

Date: _____

Date: _____

APPROVED AS TO LEGAL SUFFICIENCY IN ACCORDANCE WITH ORS 291.047:

Sam Zeigler, Senior Assistant Attorney General, via email dated 4/15/2022

**EXHIBIT A
PROJECT DESCRIPTION**

Pursuant to the Authorization, Recipient shall use Grant funds for the Project as follows:

(1) Within 90 days of receiving the Grant funds, Recipient shall enter into an agreement among Recipient, the City of Bend, the City of La Pine, the City of Redmond, and the City of Sisters to create a coordinated homeless response system (the “System”) that consists of, at a minimum:

- (a) The establishment of a coordinated homeless response office;
- (b) An advisory board with representation from the governing body of each member government;
- (c) Specific roles of each member to support the advisory board and office;
- (d) Plans for coordination with any local continuum of care receiving funding under 24 C.F.R. part 578; and
- (e) The establishment of a centralized point of contact for the office.

(2) The System, with Recipient’s oversight, shall use the Grant funds to:

- (a) Hire necessary staff for the office;
- (b) Support coordinated communications and public engagement;
- (c) Support community outreach and policy development, including stipends for people with current or recent lived experience of homelessness;
- (d) Acquire technical assistance and capacity building, including contracting with consultants; and
- (e) Pay for other expenses reasonably necessary to meet the requirements in this Exhibit A.

(3) Within one year of receiving the Grant funds, the System, through the advisory board or each member government to the agreement, shall adopt a five-year strategic plan that will identify and set goals for addressing:

- (a) Funding to support the ongoing operations of the System;
- (b) Increasing or streamlining resources and services to people at risk of or experiencing homelessness within the participating cities and counties;
- (c) Incorporating national best practices for ending homelessness;
- (d) Eliminating racial disparities within homeless services within the service area; and
- (e) Creating pathways to permanent and supportive housing that is affordable to local populations experiencing or at risk of homelessness.

(4) No later than November 15, 2023, and September 15, 2024, the System shall provide a report to the Housing and Community Services Department, Oregon Housing Stability Council and one or more appropriate interim committees of the Legislative Assembly in the manner provided in ORS 192.245 on:

- (a) The goals adopted in the five-year strategic plan and the progress made in implementing the plan;
- (b) Other changes in homelessness services, ordinances of member governments relating to homelessness and partnerships or programs established that are specifically related to member government actions arising out of the agreement; and

(c) Identified challenges and opportunities relating to:

- (A) Regional coordination of homelessness services and planning;
- (B) Needs for technical assistance regarding program development or other programs from the Housing and Community Services Department; and
- (C) Addressing racial disparities through partnerships with culturally specific and responsive organizations serving populations overrepresented in experiencing homelessness, including Black, Indigenous, People of Color, federally recognized tribes and tribal members and outreach and engagement with these populations.

(5) In performing the Project tasks identified in this Exhibit A, the System shall coordinate with and develop partnerships with local and regional stakeholders, including, but not limited to:

- (a) Advocates for people experiencing homelessness and for people with lived experience of homelessness;
- (b) Community action agencies;
- (c) Housing authorities;
- (d) Affordable housing providers;
- (e) Behavioral health providers;
- (f) Law enforcement;
- (g) Educational agency liaisons for homeless children as described in 42 U.S.C. 11432;
- (h) Local Department of Human Services offices;
- (i) Courts;
- (j) Legal aid;
- (k) Coordinated care organizations, as described in ORS 414.572;
- (l) Emergency shelter providers;
- (m) Homeless service providers;
- (n) Organizations serving and advocating for veterans, homeless youth, youth exiting the foster care system, individuals exiting the criminal justice system, people with disabilities and aging adults, health care systems, domestic violence and sexual assault survivors, members of lesbian, gay, bisexual, transgender, queer or questioning (LGBTQ) communities, people experiencing behavioral health and substance use disorders, faith communities and business communities; and
- (o) The Housing and Community Services Department.

(6) In performing its duties under this section, the System shall coordinate with law enforcement, service providers and governing bodies to implement safe and humane processes to maintain public and environmental health and safety, balancing important individual and community rights.

(7) The System may use Grant funds in excess of those funds needed by the System to accomplish the requirements of the System under sections (1) to (6) of this Exhibit A to support the delivery of homeless services and shelter consistent with the five-year strategic plan, including through contracts with service providers.



BOARD OF COMMISSIONERS

AGENDA REQUEST & STAFF REPORT

MEETING DATE: Wednesday, July 20, 2022

SUBJECT: Consideration of Resolution No. 2022-052 to Extend 4.0 Limited Duration Health Services FTE within the FY 2022-2023 Deschutes County Budget.

RECOMMENDED MOTION:

Move approval of Resolution No. 2022-052 to Extend 4.0 Limited Duration Health Services FTE within the FY 2022-2023 Deschutes County Budget.

BACKGROUND AND POLICY IMPLICATIONS:

On June 8, 2022, the Deschutes County Health Services department discussed with the Board of County Commissioners the extension of 4.0 limited duration FTE through 3/31/2023 in support of the Public Health Program.

BUDGET IMPACTS:

None. Departmental funding has been identified to cover the cost of the 4.0 limited duration FTE extension.

ATTENDANCE:

Daniel Emerson, Budget Manager, Deschutes County.

REVIEWED

LEGAL COUNSEL

For Recording Stamp Only

BEFORE THE BOARD OF COUNTY COMMISSIONERS OF DESCHUTES COUNTY,
OREGON

A Resolution Increasing *
FTE Within the 2022-23 * RESOLUTION NO. 2022-052
Deschutes County Budget *

WHEREAS, Deschutes County Health Services presented to the Board of County Commissioners on 6/8/2022, with regards to the duration extension of 4.0 limited duration FTE positions, in support of the Public Health program, and

WHEREAS, Deschutes County Policy HR-1 requires that the creation of or increase in FTE outside the adopted budget be approved by the Board of County Commissioners; now, therefore,

BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS OF DESCHUTES COUNTY, OREGON, as follows:

Section 1. That the following FTE have their duration extended:

Job Class	Type	Duration if Limited Duration	FTE
Admin Support Tech (2841)	LTD	12/31/22-3/31/23	
Management Analyst (2836)	LTD	12/31/22-3/31/23	
Public Health Nurse II (2844)	LTD	12/31/22-3/31/23	
Public Health Nurse II (2929)	LTD	12/31/22-3/31/23	
Total FTE			

Section 2. That the Human Resources Director make the appropriate entries in the Deschutes County FTE Authorized Positions Roster to reflect the above FTE changes.

DATED this _____ day of July 2022.

BOARD OF COUNTY COMMISSIONERS OF
DESCHUTES COUNTY, OREGON

PATTI ADAIR, Chair

ATTEST:

ANTHONY DEBONE, Vice-Chair

Recording Secretary

PHIL CHANG, Commissioner



**BOARD OF
COMMISSIONERS**

AGENDA REQUEST & STAFF REPORT

MEETING DATE: Wednesday, July 20, 2022

SUBJECT: Oasis Village: Project update

RECOMMENDED MOTION:

None

BACKGROUND AND POLICY IMPLICATIONS:

Members of the Oasis Village project team will be presenting a project update.

BUDGET IMPACTS:

To date, County has committed \$32,050 for planning and consulting services with Rogue Retreat and \$367,500 for project development.

ATTENDANCE:

Bob Bohac and James Cook, Oasis Village; it is anticipated other Oasis Village project team members will also be present.



BOARD OF COMMISSIONERS

AGENDA REQUEST & STAFF REPORT

MEETING DATE: July 20, 2022

SUBJECT: First reading of Ordinance No 2022-008. An ordinance amending Chapter 2.14 (County Internal Auditor) and Chapter 2.15 (County Audit Committee) as recommended by the County Audit Committee.

RECOMMENDED MOTION:

Move approval of ordinance No. 2022-008.
First reading of ordinance No. 2022-008. {Second reading to be scheduled for _____.}

BACKGROUND AND POLICY IMPLICATIONS:

The changes being proposed came through the periodic review process of these code sections by the Deschutes County Audit Committee.

The ordinance amends Chapter 2.14 (County Internal Auditor) to clarify and improve some of the language. The amendments help address the addition of staff to the function. Changes include using the reference "Office of County Internal Audit"; expanding upon the duties of the County Internal Auditor; separate and highlight the independence of the function; and provide greater Audit Committee input on non-audit work to be performed.

The ordinance amends Chapter 2.15 (County Audit Committee) to provide similar language as modified in Chapter 2.14 regarding the use of the term "Office of County Internal Audit".

The audit committee supports these changes and the changes have also been reviewed by the County Internal Auditor.

BUDGET IMPACTS:

None noted

ATTENDANCE:

David Givans, County Internal Auditor

Exhibit A

Chapter 2.14. COUNTY INTERNAL AUDITOR

- 2.14.001 Office of County Internal Audit.**
- 2.14.010. Appointment of County Internal Auditor.**
- 2.14.020. Qualifications of County Internal Auditor.**
- 2.14.025 Independence**
- 2.14.030 Authority / Scope of Audits.**
- 2.14.040. Internal Audit Schedule.**
- 2.14.050. Funding.**
- 2.14.060. Access to Employees, Records and Property.**
- 2.14.070. Audit Reporting and Records.**
- 2.14.080. Contract Auditors, Consultants and Experts.**
- 2.14.090. Quality Assurance Review.**
- 2.14.100. Repealed.**

2.14.001 Office of County Internal Audit.

The Office of County Internal Audit is created and the person holding that office shall act as the head of internal audit for the County. The office consists of the County Internal Auditor and such subordinate employees as the Board of County Commissioners may provide. The purpose of having the Office is to provide independent, objective assurance and consulting services designed to add value and improve Deschutes County’s operations through improved performance and enhanced control environment thereby providing greater accountability to its residents.

The County Internal Auditor is the Chief Audit Executive for the County and shall perform all day-to-day functions necessary for the administration and management of the Office of County Internal Audit. Such duties include but are not limited to:

- a) Develops and implements policies and procedures for the Office of County Internal Audit in compliance with the government auditing standards.
- b) Directing all internal audit activities for the County and is responsible for the most difficult assignments requiring a higher level of responsibility, applying advanced subject knowledge, and exercising significant independent judgement and oversight over staff.
- c) Advises the Board of County Commissioners, County Administrator, and County department/offices on the continuous improvement of County governance, risk management, and financial control processes.
- d) Selects, appoints, directs, supervises, disciplines, and dismisses all Office of County Internal Audit staff consistent with County policies and procedures and for the efficient and effective administration of the affairs of the office.

This chapter establishes the general authority and responsibility of the Office of County Internal Audit. (Ord . 2022-___; Ord. 2018-007 §1, Ord 2022-008 §1)

Exhibit A

2.14.010. Appointment or dismissal of County Internal Auditor.

The County Internal Auditor shall be appointed by or dismissed by the County Administrator in consultation with a majority of the public members of the County Audit Committee and an affirming majority vote of the BOCC.

(Ord . 2022-___; Ord. 2013-004 §1, 2013; Ord. 2005-014 §1, 2005, Ord 2022-008 §1)

2.14.020. Qualifications of County Internal Auditor.

The County Internal Auditor shall possess adequate professional proficiency, demonstrated by relevant certification, such as CPA (Certified Public Accountant), CIA (Certified Internal Auditor), CGAP (Certified Government Auditing Professional) or a combination of education and experience as would be desired by the County.

(Ord. 2005-014 §1, 2005)

2.14.025 Independence

- A. The County Internal Auditor has neither a management nor a policy role; and no operational authority nor responsibility. Rather, the Office of County Internal Audit provides independent and objective information about County programs and services.
- B. The County Internal Auditor governs the office by adherence to the government auditing standards issued by the Comptroller General of the United States. The office will work to be independent as defined by that framework and shall remain free of influence by any organizational elements.
- C. The County Internal Auditor reports functionally to the County Audit Committee and administratively to the County Administrator.

(Ord 2022-008 §1)

2.14.030 Authority / Scope of Audits.

- 1. The Office of County Internal Audit shall establish internal auditing policies and procedures to assure that audit work is completed in accordance with those standards. Any audit work that is undertaken not in compliance with standards shall be disclosed in the Auditor’s report.
- 2. The Office of County Internal Audit shall have authority to conduct financial, attestation, and performance audits of all departments, offices, boards, activities and agencies of the County in order to independently and objectively determine whether:
 - a. activities and programs being implemented have been authorized by County Code or adopted policy, state law or applicable federal law or regulations;
 - b. activities and programs are being conducted as prescribed by management/governing body to accomplish the objectives intended by County Code, state law or applicable federal law or regulations;
 - c. activities or programs efficiently and effectively serve the purpose intended by County Code, state law or applicable federal law or regulations;
 - d. activities and programs are being conducted and funds expended in compliance with applicable laws;
 - e. revenues are being properly collected, deposited and accounted for;
 - f. resources, including funds, property and personnel, are adequately safeguarded, controlled and used in an effective and efficient manner;
 - g. financial and other reports are being provided that disclose fairly and fully all information that is required by law, that is necessary to ascertain the nature and scope of programs and activities and that is necessary to establish a proper basis for evaluating the programs and activities;
 - h. there are adequate operating and administrative procedures and practices, systems or accounting internal control systems and internal management controls which have been established by management; and

Exhibit A

- i. there are indications of fraud, abuse or illegal acts, which need further investigation.
3. The Office of County Internal Audit may also provide non-audit services (consulting) that are not covered by governmental auditing standards. Non-audit services differ from audits in that the Office of County Internal Audit may
- a. Perform tasks requested by management that directly support the entity’s operations;
 - b. Provide information or data to a requesting party without providing verification, analysis or evaluation.

These non-audit services should be approved by the County Administrator, after consultation with the Audit Committee. The Office of County Internal Audit should continue to work independently (in fact and appearance) when performing non-audit services. The County Internal Auditor will decide and advise the County Administrator if the non-audit work may jeopardize independence and whether the work should be performed.

(Ord. 2005-014 §1, 2005, Ord 2022-008 §1)

2.14.040. Internal Audit Schedule.

At the beginning of each calendar (or fiscal) year, the Office of County Internal Audit shall submit a one to five-year audit work schedule to the Audit Committee for approval. This audit work schedule should incorporate information from multiple sources including the Office of County Internal Audit’s assessment of significant risks to the organization and input from Management, Audit Committee, and the Board of County Commissioners. The schedule shall include the proposed plan for auditing departments, offices, boards, activities, subcontractors and agencies for the period. The schedule may be amended. Additionally, the County Internal Auditor (for cause) may spontaneously initiate and conduct any other audit deemed necessary. Any significant changes (an expectation of scope of work changing by more or less than 150 hours) to the workplan for audit or non-audit projects should be approved in advance by the County Administrator and the Audit Committee.

In the selection of audit areas and audit objectives, the determination of audit scope and the timing of audit work, the Office of County Internal Audit should consult with external auditors so that the desirable audit coverage is provided and audit effort is properly coordinated.

(Ord. 2011-004 §1, 2011; Ord. 2005-014 §1, 2005, Ord 2022-008 §1)

2.14.050. Funding.

The County shall provide sufficient funds to enable the Office of County Internal Audit to carry out the responsibilities specified herein subject to annual appropriation by the BOCC.

(Ord. 2013-004 §1, 2013; Ord. 2005-014 §1, 2005, Ord 2022-008 §1)

2.14.060. Access to Employees, Records and Property.

- 1. All officers and employees of Deschutes County shall furnish the Office of County Internal Audit with unrestricted access to employees, information and records (including electronic/computerized data)

Exhibit A

within their custody regarding powers, duties, activities, organization, property, financial transactions, contracts and methods of business required to conduct an audit or otherwise perform audit duties. In addition, they shall provide access for the Office of County Internal Audit to inspect all property, equipment and facilities within their custody. A discussion of appropriate access should occur with County Counsel if access to documents is restricted by applicable law.

- 2. Further, all contracts with outside contractors and subcontractors shall provide the Office of County Internal Audit access to the contractually related financial and performance-related records; property, equipment and services purchased in whole, or in part, with governmental funds
- 3. If such officers, employees or contractors fail to produce the aforementioned access and/or information, the Office of County Internal Audit with the aide of County Legal Counsel may initiate a search (or obtain a subpoena) to obtain exhibit copies (physical or electronic) from computerized systems, book, paper or record of any such official or employee, or outside contractor or subcontractor, in accordance with state law or the applicable contract.
- 4. Subject to public records laws, the Office of County Internal Audit shall not publicly disclose any information received during an audit that is considered confidential by any local, state or federal law or regulation. The Office of County Internal Audit shall maintain the confidential status of information and records furnished by County officers and employees to the extent allowable under public records laws.

(Ord. 2013-004 §1, 2013; Ord. 2005-014 §1, 2005, Ord 2022-008 §1)

2.14.070. Audit Reporting and Records.

- 1. Each audit will result in a report containing relevant background information and findings and recommendations, and shall communicate results to the Board of County Commissioners, Audit Committee, and appropriate management. Subject to applicable public records laws, the report shall also be available for public examination. If certain pertinent information is prohibited from general disclosure, the audit report should state the nature of the information omitted and the requirement that makes the omission necessary.
- 2. The Office of County Internal Audit should follow state archive guidelines as appropriate and as identified under OAR 166-150-0005(4) (currently - a retention schedule of 10 years).
- 3. The Office of County Internal Audit should periodically report to the Audit Committee (and Board of County Commissioners) on the work performed and any significant findings, which have not been fully addressed by management.
- 4. The Office of County Internal Audit shall follow-up on audit recommendations, as practical, to determine if management is implementing corrective action as identified in their response to the audit report findings and recommendations. The Office of County Internal Audit may request periodic status reports from auditees regarding actions taken to address reported deficiencies and audit recommendations.

(Ord. 2011-004 §1, 2011; Ord. 2005-014 §1, 2005, Ord 2022-008 §1)

2.14.80. Contract auditors, consultants and Experts.

- 1. Within budget limitations and approval by the County Administrator, the Office of County Internal Audit may obtain the services of Certified Public Accountants, qualified management consultants, or other professional experts necessary to perform auditor duties. An audit that is performed by contract must be conducted by persons who are independent of the governmental unit and its officers. The Office

Exhibit A

of County Internal Audit will coordinate and monitor auditing performed by public accounting, professional experts, or other organizations employed under contract by Deschutes County.

- 2. The Office of County Internal Audit may participate with the Audit Committee in the selection of qualified finalists for the provider of Deschutes County’s annual financial audit. The Audit Committee shall select a provider from the finalists. This selection shall be presented to the Board of County Commissioners for review and approval. The process will follow Deschutes County’s contracting processes.

(Ord. 2011-004 §1, 2011; Ord. 2005-014 §1, 2005, Ord 2022-008 §1)

2.14.090. Quality Assurance Reviews.

- 1. The audit activities of the Office of County Internal Audit shall be subject to quality review in accordance with applicable government auditing standards by a professional, non-partisan objective group (such as the Association of Local Government Auditors (ALGA)). A copy of the written report of this independent review shall be furnished to the Audit Committee and the Board of County Commissioners. This report shall be available to the public.
- 2. The quality control review shall determine compliance with government auditing standards and the quality of the audit effort and reporting, including:
 - a. general standards such as competence, professional judgment, and quality assurance;
 - b. fieldwork standards such as planning, supervision, and evidence; and
 - c. reporting standards such as report content, timeliness and distribution.
- 3. The County shall reimburse the costs of the quality control review team from funds budgeted in the Office of County Internal Audit’s budget. Within available time constraints, members of the Office of County Internal Audit may reciprocate with other organizations by participation in quality control teams.

(Ord. 2011-004 §1, 2011; Ord. 2005-014 §1, 2005, Ord 2022-008 §1)

2.14.100. Repealed

(Ord. 2013-004 §1, 2013; Ord. 2011-004 §1, 2011; Ord. 2005-014 §1, 2005; Ord 2018-007)

Exhibit B

Chapter 2.15. COUNTY AUDIT COMMITTEE

- 2.15.001 Purpose.**
- 2.15.010 Authority.**
- 2.15.020. Composition.**
- 2.15.030 Meetings.**
- 2.15.040. Responsibilities.**

2.15.001 Purpose.

The Board of County Commissioners have formed the Audit Committee to advise the Board on fulfilling its responsibilities for financial reporting, internal controls, and compliance with laws, regulations, and ethics within the County. The Audit Committee provides oversight to auditing (external and internal) for the County.

The audit committee receives and reviews County information on:

- financial condition;
- the accuracy of financial record keeping;
- compliance with applicable laws, policies, guidelines, and procedures; and
- efficiency and effectiveness of operations.

The Audit Committee strengthens the independence of auditing by serving as a transparent third-party review body.

(Ord. 2018-007 §2)

2.15.010. Authority.

A. The Board of County Commissioners (“Board”) hereby establishes the Audit Committee as an advisory committee. The committee shall advise the Board and County Administrator on significant audit matters including, but not limited to:

1. The selection, compensation, and removal of external auditors hired to audit the financial statements for the County and its related entities;
2. Consultation with the County Administrator or Board regarding the appointment or dismissal of the County Internal Auditor should include a consultation with a majority of the public members of the audit committee;
3. Increases and decreases to the requested budget for the internal audit program; and
4. The work plan for internal audits performed under DCC 2.14.040.

(Ord. 2013-004 §1, 2013; Ord. 2008-002 §1, 2008)

2.15.020. Composition.

- A. The audit committee shall be comprised of not less than seven or more than nine members appointed by the Board.
- B. Each member shall be appointed to serve a term of two years. Upon initial formation of the committee, the Board may appoint any member to a shorter term. A member may be appointed to more than one term. The Board may remove a member of the committee at any time. In the event of a vacancy on the committee the Board shall, as soon as practicable, appoint a person to serve the unexpired portion of the former member's term.
- C. The committee shall consist of one (1) member county commissioner, two (2) county department head members, and four (4) to six (6) public members. The County Administrator shall be an *ex-officio* nonvoting member.
- D. A public member shall be a registered voter within Deschutes County. The chair of the committee shall be a public member and shall be selected by a majority of the public members. The chair shall serve a one-year term and may be selected for additional terms. If the public members cannot decide upon a chair, the larger committee shall decide. The chair shall preside over meetings, as well as provide input on topics for the agenda.

(Ord. 2009-011 §1, 2009; Ord. 2008-002 §1, 2008)

Exhibit B

2.15.030 Meetings

- A. The audit committee shall meet as the committee deems necessary. A quorum shall constitute a majority of the members appointed. Vacant positions shall not be considered in determining whether a quorum exists. Minutes shall be prepared in accordance with the Oregon Public Meeting Law. The committee may require certain County management attend meetings to address reports being discussed. Auditee departments will be invited to meetings where their internal audit report is discussed.
- B. A department head audit committee member shall not vote on an issue relating to an audit directly pertaining to his or her department. If there is any question as to whether audit committee members should recuse themselves from a vote, the committee should vote to determine whether the member should recuse himself or herself.
- C. The County Internal Auditor shall facilitate and coordinate such meetings, as well as provide ancillary support to the committee, as time permits.

(Ord. 2009-011 §1, 2009; Ord. 2008-002 §1, 2008)

2.15.040. Responsibilities. Responsibilities of the Audit Committee include:

- A. Overseeing the independent audit of the County's financial statements, including:
 - 1. Overseeing the selection, renewal or removal of the independent external auditor by making a recommendation to the Board for final approval;
 - 2. Meeting with the external auditors during planning of the audit, presentation of the audited financial statements, and discussion of the letter to management on recommendations; and
 - 3. Overseeing the resolution of audit findings in, areas such as internal control, legal and regulatory compliance, and ethics.
- B. The committee shall work to assure coordination between the internal and external auditors, management, the County Administrator and Board.
- C. The audit committee shall ensure the internal audit program performs its function. The committee shall:
 - 1. Review the internal audit ordinance (DCC 2.14) at least every other year;
 - 2. Review proposed internal audit work plans and make recommendations concerning internal audit projects;
 - 3. Review the budget and staffing levels of the Office of Internal Audit (DCC 2.14.050);
 - 4. Review internal audit reports and other communications developed for the County;
 - 5. Review and provide input on Office of Internal Audit goals; and
 - 6. Review any quality assurance reviews created pursuant to DCC 2.14.090.
 - 7. Discuss and provide input on the County Internal Auditor's performance review each year.
- D. The committee shall make appropriate recommendations concerning the Office of Internal Audit based upon the reviews that it conducts pursuant to subsection C of this section.
- E. The committee shall make an annual report to the Board summarizing the committee's activities and recommendations. The report may be delivered at an audit committee meeting attended by the Board or may be scheduled for a regularly scheduled meeting of the Board.
- F. The committee shall perform other activities related to this chapter as requested by the Board.

(Ord. 2013-004 §1, 2013; Ord. 2011-004 §1, 2011; Ord. 2008-002 §1, 2008, Ord. 2022-008 §2)

REVIEWED

LEGAL COUNSEL

For Recording Stamp Only

BEFORE THE BOARD OF COUNTY COMMISSIONERS OF DESCHUTES COUNTY, OREGON

An Ordinance Amending Chapter 2.14, County *
Internal Auditor and Amending Chapter 2.15, Audit * ORDINANCE NO. 2022-008
Committee of the Deschutes County Code. *

WHEREAS, the Board of County Commissioners by Deschutes County Code, Chapter 2.14 and Chapter 2.15 codified the County Internal Auditor and Audit Committee roles with the County and the Audit Committee code specifically calls for the periodic review of Chapter 2.14; and

WHEREAS, the Audit Committee through a review of Chapters 2.14 and 2.15 developed and recommends the amendments attached in Exhibit A and Exhibit B to Chapter 2.14 and 2.15, respectively; now, therefore,

THE BOARD OF COUNTY COMMISSIONERS OF DESCHUTES COUNTY, OREGON, ORDAINS as follows:

Section 1. AMENDMENT. DCC 2.14 is amended to read as described in Exhibit “A,” attached hereto and by this reference incorporated herein, with new language underlined and language to be deleted in ~~strikethrough~~.

Section 2. AMENDMENT. DCC 2.15 is amended to read as described in Exhibit “B,” attached hereto and by this reference incorporated herein, with new language underlined and language to be deleted in ~~strikethrough~~.

///

Dated this _____ of _____, 20__

BOARD OF COUNTY COMMISSIONERS
OF DESCHUTES COUNTY, OREGON

PATTI ADAIR, Chair

ANTHONY DeBONE, Vice Chair

ATTEST:

Recording Secretary

PHIL CHANG, Commissioner

Date of 1st Reading: ____ day of _____, 20 .

Date of 2nd Reading: ____ day of _____, 20 .

Commissioner	Record of Adoption Vote			
	Yes	No	Abstained	Excused
Anthony DeBone	_____			
Phil Chang	_____			
Patti Adair	_____			

Effective date: ____ day of _____, 20 .

ATTEST

Recording Secretary



BOARD OF COMMISSIONERS

AGENDA REQUEST & STAFF REPORT

MEETING DATE: July 20, 2022

SUBJECT: Notice of Intent to Award a Services Contract for the Household and Conditionally Exempt Generator Hazardous Waste Management Program

RECOMMENDED MOTION:

Staff recommends that the Board of County Commissioners issue an Notice of Intent to Award the Household and Conditionally Exempt Generator Hazardous Waste Management Program services contract to Clean Earth Environmental Solutions, Inc.

BACKGROUND AND POLICY IMPLICATIONS:

In June, 2022, the Solid Waste Department solicited proposals for the operation of the Household Hazardous Waste (HHW) management program at the Knott Landfill Recycling and Transfer Facility. The scope of work involves overall HHW facility operation including facility staffing and the packaging, transportation and management of hazardous wastes received at the facility. The scope also includes the operation of three one-day temporary HHW collection events in La Pine, Redmond and Sisters during the summer of 2023. The contractor will also provide hazardous waste management services for businesses that are regulated as "Conditionally Exempt Small Quantity Generators" (businesses that generate small quantities of hazardous waste). The business hazardous waste management program is operated on a cost recovery basis by the contractor, at no additional cost to the County. The contract also provides for 24-hour emergency response services in the event of a hazardous materials incident that requires services beyond the capabilities of the County to provide.

The Request for Proposals was advertised in the Bend Bulletin and the Daily Journal of Commerce. During the solicitation period, three hazardous waste management service providers and five plan centers registered as planholders for the project.

Proposals were received from two firms. Proposals were scored using the following criteria: fees (50 points), firm experience, qualifications and capabilities (20 points), completeness and detail of the proposal (20 points), and references (10 points).

Fees were evaluated using an assumed volume of waste collected over a 12 month period, based on program history. Clean Harbors Environmental Services had an overall cost total that was \$4,889.40 lower than the second proposer, Clean Earth Environmental Solutions (an approximate 1.5% difference). Clean Harbors did not score as well on experience, qualifications and capabilities. This was based both on specifics in their proposal as well as the Department's experience with the firm over the past two years with substantial quality control issues related to invoicing and regulatory paperwork, some of which have yet to be resolved for FY22. Given the shortcomings experienced with Clean Harbors over the past two years and the relatively minor variation in cost proposals, Clean Earth Environmental Solutions was determined to be the best qualified proposer and is recommended for award of the contract.

A summary the cost proposals and proposal evaluation scoring are attached. References from public agencies utilizing Clean Earth Environmental Solutions for HHW program services were checked and the firm received positive comments from all references. Additionally, the County has had a positive experience with Clean Earth Environmental Solutions providing the subject services in the past.

Because the services provided under this contract are invoiced on a time and materials basis (based on quantities of HHW received and staff hours worked), the contract is awarded in an amount not to exceed \$350,000. The contract is issued as a one year agreement with the option for annual renewal for two additional years, subject to mutual agreement between the County and the Contractor.

BUDGET IMPACTS:

Funds have been budgeted in the Solid Waste Department budget for this project.

ATTENDANCE:

Chad Centola, Director of Solid Waste
Tim Brownell, Incoming Director of Solid Waste

July 20, 2022

Sent via email (LFialdini@harsco.com / wcook@harsco.com) & First Class Mail

RE: Project - Contract for Household and Conditionally Exempt Small Quantity Generator Hazardous Waste Management Services Program

NOTICE OF INTENT TO AWARD CONTRACT

On July 20, 2022, the Board of County Commissioners of Deschutes County, Oregon, considered proposals for the above-referenced project. The Board of County Commissioners determined that the successful proposer for the project was Clean Earth Environmental Solutions, Inc. of King of Prussia, Pennsylvania.

This Notice of Intent to Award Contract is issued pursuant to Oregon Revised Statute (ORS) [specify 279B.135 for contracts other than public improvements or 279C.375 for public improvements]. A copy of this Notice is being provided to each firm or person that submitted a bid or proposal for the project. Any firm or person which believes that they are adversely affected or aggrieved by the intended award of contract set forth in this Notice may submit a written protest within seven (7) calendar days after the issuance of this Notice of Intent to Award Contract to the Board of County Commissioners of Deschutes County, Oregon, at Deschutes Services Building, 1300 NW Wall Street, Bend, Oregon 97703. **The seven (7) calendar day protest period will expire at 5:00 PM on Wednesday, July 27, 2022.**

Clean Earth Environmental Solutions, Inc.
July 20, 2022
Page 2

Any protest must be in writing and specify any grounds upon which the protest is based. Please refer to Oregon Administrative Rules (OAR) 137-049-0450 for construction contracts or OAR 137-047-0740 for contracts other than construction. If a protest is filed, a hearing will be held during the Board of County Commissioners Meeting that begins at 9:00 a.m. on Wednesday, August 10, 2022, with the Board of County Commissioners of Deschutes County Oregon acting as the Contract Review Board, in the Deschutes Services Building, 1300 NW Wall Street, Bend, Oregon 97703.

If no protest is filed within the protest period, this Notice of Intent to Award Contract becomes an Award of Contract without further action by the County unless the Board of County Commissioners for good cause, rescinds this Notice before the expiration of the protest period. The successful bidder or proposer on a Deschutes County project is required to execute two (2) of the Contract, which will be provided when the contract is negotiated. In addition to the execution of Contract, the contractor will be required to provide one or more certificates of insurance together with endorsements naming Deschutes County as an additional insured.

All contract copies will need to be returned to the County for execution. After all parties have signed the contract, a copy of the contract will be forwarded to you along with a notice to proceed.

If you have any questions regarding this Notice of Intent to Award Contract, or the procedures under which the County is proceeding, please contact Deschutes County Legal Counsel Bend, OR 97703, telephone (541) 388-6625 or FAX (541) 383-0496, or email to: david.doyle@deschutes.org.

Be advised that if no protest is received within the stated time period that the County is authorized to process the contract administratively.

Sincerely,

DESCHUTES COUNTY, OREGON

Patti Adair, Chair

cc w/enc: Transmitted by email and First Class Mail on July 20, 2022 to all Proposers (3 pages)
See attached List

Document No. 2022-648

Contract for
Household and Conditionally Exempt Small Quantity Generator
Hazardous Waste Management Services Program

Clean Earth Environmental Solutions, Inc.
933 1st Avenue
King of Prussia, PA 19406
LFialdini@harsco.com / wcook@harsco.com
Phone: (206) 249-3525 / (425) 236-9656

Clean Harbors Environmental Services, Inc.
16540 SE 130th
Clackamas, OR 97015
Reese.douglas@cleanharbors.com
Phone: (503) 742-7105

PROPOSAL EVALUATION SUMMARY
Household and Conditionally Exempt Small Quantity Generator Hazardous Waste Generator Program

FACILITY STAFFING AND OPERATION-KHW FIXED FACILITY				Clean Harbors Environmental Services		Clean Earth Environmental Solutions	
Fee Category		Est. Annual Quantity	Unit	Unit Price	Extension (Est Annual Qty X Unit Price)	Unit Price	Extension (Est Annual Qty X Unit Price)
Mobilization		22	LS	\$2,231.00	\$49,082.00	\$1,250.00	\$27,500.00
Site Supervisor	Regular Time	352	/hour	\$67.00	\$23,584.00	\$51.98	\$18,296.96
	Overtime	0	/hour	\$100.50	\$0.00	\$77.97	\$0.00
Chemist	Regular Time	352	/hour	\$58.00	\$20,416.00	\$49.75	\$17,512.00
	Overtime	0	/hour	\$88.00	\$0.00	\$74.63	\$0.00
Hazardous Waste Technician	Regular Time	704	/hour	\$51.00	\$35,904.00	\$42.44	\$29,877.76
	Overtime	0	/hour	\$77.00	\$0.00	\$63.66	\$0.00
Per Diem		88	/person	\$130.61	\$11,493.68	\$159.95	\$14,075.60
TOTAL					\$140,479.68		\$107,262.32

FACILITY STAFFING AND OPERATION-TEMPORARY HHW EVENTS							
Fee Category		Est. Annual Quantity	Unit	Unit Price	Extension (Est Annual Qty X Unit Price)	Unit Price	Extension (Est Annual Qty X Unit Price)
Mobilization		3	LS	\$3,475.00	\$10,425.00	\$2,750.00	\$8,250.00
Site Supervisor	Regular Time	24	/hour	\$67.00	\$1,608.00	\$51.98	\$1,247.52
	Overtime	0	/hour	\$100.50	\$0.00	\$77.97	\$0.00
Chemist	Regular Time	48	/hour	\$58.00	\$2,784.00	\$49.75	\$2,388.00
	Overtime	0	/hour	\$88.00	\$0.00	\$74.63	\$0.00
Hazardous Waste Technician	Regular Time	96	/hour	\$51.00	\$4,896.00	\$42.44	\$4,074.24
	Overtime	0	/hour	\$77.00	\$0.00	\$63.66	\$0.00
TOTAL					\$19,713.00		\$15,959.76

HHW PACKAGING, TRANSPORTATION AND MANAGEMENT							
Waste Type	Packing Method	Est. Annual Quantity	Unit	Unit Price	Extension (Est Annual Qty X Unit Price)	Unit Price	Extension (Est Annual Qty X Unit Price)
Paint Related Material	CY Box	35	/box	\$ 500.00	\$17,500.00	\$ 375.00	\$13,125.00
	55-gal Drum	60	/drum	\$ 145.00	\$8,700.00	\$ 175.00	\$10,500.00
Flammable Liquids (fuels, thinners)	275-gal IBC Tank	18	/tank	\$ 520.00	\$9,360.00	\$ 775.00	\$13,950.00
	55-gal Drum	30	/drum	\$ 104.00	\$3,120.00	\$ 195.00	\$5,850.00
Combustible Liquids (Oils, fuels, etc)	55-gal Drum	4	/drum	\$ 104.00	\$416.00	\$ 195.00	\$780.00
Non-RCRA Waste, Liquid (antifreeze solutions)	55-gal Drum	4	/drum	\$ 120.00	\$480.00	\$ 299.00	\$1,196.00
Toxic Liquids, Flammable, Organic (pesticides)	55-gal Drum	150	/drum	\$ 215.00	\$32,250.00	\$ 275.00	\$41,250.00
Toxic Solids, Organic (pesticides)	CY Box	20	/box	\$ 630.00	\$12,600.00	\$ 795.00	\$15,900.00
Aerosols, Flammable (paints, cleaners)	CY Box	25	/box	\$ 630.00	\$15,750.00	\$ 725.00	\$18,125.00
Compressed Gas, Flammable (Tanks)	CY Box	35	/box	\$ 381.00	\$13,335.00	\$ 475.00	\$16,625.00
Compressed Gas, Flammable (Cylinders)	55-gal Drum	12	/drum	\$ 96.00	\$1,152.00	\$ 475.00	\$5,700.00
Corrosive Liquids, Acidic, Inorganic	55-gal Drum	15	/drum	\$ 215.00	\$3,225.00	\$ 275.00	\$4,125.00
Corrosive Liquids, Basic, Inorganic	55-gal Drum	15	/drum	\$ 215.00	\$3,225.00	\$ 275.00	\$4,125.00
Oxidizing Solid	30-gal Drum	2	/drum	\$ 245.00	\$490.00	\$ 350.00	\$700.00
Oxidizing Liquid	30-gal Drum	6	/drum	\$ 245.00	\$1,470.00	\$ 350.00	\$2,100.00
Organic Peroxide Liquid	5-gal Pail	3	/pail	\$ 164.00	\$492.00	\$ 165.00	\$495.00
Hypochlorite Solutions (Pool/Spa Chemicals)	5-gal Pail	13	/pail	\$ 85.00	\$1,105.00	\$ 145.00	\$1,885.00
Mercury	5-gal Pail	2	/pail	\$ 450.00	\$900.00	\$ 175.00	\$350.00
Non-DOT Reregulated (Fluorescent Tubes)	Box	75,000	/lin ft	\$ 0.13	\$9,750.00	\$ 0.18	\$13,500.00
Non-DOT Reregulated HID/CFL Bulbs	55-gal Drum	15	/drum	\$ 273.00	\$4,095.00	\$ 475.00	\$7,125.00
Non-RCRA PCB Waste, Solid (Capacitors, Ballasts)	55-gal Drum	2	/drum	\$ 750.00	\$1,500.00	\$ 275.00	\$550.00
Batteries (Lithium)	5-gal Pail	40	/pail	\$ 191.00	\$7,640.00	\$ 250.00	\$10,000.00
Batteries (NiCad)	30-gal Drum	6	/drum	\$ 277.00	\$1,662.00	\$ 395.00	\$2,370.00
Fusees	5-gal Pail	5	/pail	\$ 218.00	\$1,090.00	\$ 445.00	\$2,225.00
Fire Extinguishers	55-gal Drum	8	/drum	\$ 273.00	\$2,184.00	\$ 350.00	\$2,800.00
TOTAL					\$153,491.00		\$195,351.00
GRAND TOTAL						\$313,683.68	\$318,573.08

PROPOSAL EVALUATION & SCORING	Clean Earth Env. Solutions	Clean Harbors Env. Services
Proposal Criteria		
Fees (50 Points)	49	50
Experience, Qualifications and Capabilities (20 Points)	20	10
Proposal Completeness	19	19
References	9	9
PROPOSAL SCORING TOTAL	97	88



BOARD OF COMMISSIONERS

AGENDA REQUEST & STAFF REPORT

MEETING DATE: Wednesday, July 20, 2022

SUBJECT: Consideration of Board signature of Document No. 2022-646, Amendment for Extension of the Agreement with the Heart of Oregon Corps

RECOMMENDED MOTION:

Staff recommends signature of Document No. 2022-646, amending the agreement with The Heart of Oregon Corps for FY23.

BACKGROUND AND POLICY IMPLICATIONS:

The Department of Solid Waste has had a longstanding relationship with the Heart of Oregon Corps, a non-profit group that works with at-risk youth to provide litter pick up and other maintenance services for the department. They have the ability to provide youth work crews on short notice for various needs for the department, often giving our requests priority over other projects they may be working on. The services that the Heart of Oregon provides are a vital component of our operations and their work furthers our reputation for well-run facilities, allowing us to be very proactive in areas that are typically difficult to address.

In April, 2019, the Solid Waste Department solicited proposals for furnishing litter clean-up and site maintenance services for the County's solid waste facilities. A single proposal was received from the Heart of Oregon Corps. The agreement was issued as a one-year contract with the option for annual renewal, subject to mutual agreement between the County and the Heart of Oregon Corps. This amendment extends the agreement for FY23. The hourly rates in the agreement have increased 10% for Crew Supervisors and 16% for Youth Laborers over FY22. These increases are primarily attributed to minimum wage increases, labor market competition challenges and steadily rising fuel and supply costs. The increase also accounts for Oregon's new Paid Family Medical Leave Insurance tax which will be implemented in 2023.

The Agreement stipulates hourly rates for Crew Supervisors and Youth Laborers, which include ancillary costs such as fuel, transportation and supplies. The value of the agreement for FY23 is \$225,000, which also includes support services for the annual Fire Free program. The actual amount paid under the agreement will vary, depending on Department needs and the hours crews are working for Solid Waste.

BUDGET IMPACTS:

Funds have been budgeted the FY23 Solid Waste Department budget for these services.

ATTENDANCE:

Chad Centola, Director of Solid Waste
Tim Brownell, Incoming Director of Solid Waste

DESCHUTES COUNTY DOCUMENT SUMMARY

(NOTE: This form is required to be submitted with ALL contracts and other agreements, regardless of whether the document is to be on a Board agenda or can be signed by the County Administrator or Department Director. If the document is to be on a Board agenda, the Agenda Request Form is also required. If this form is not included with the document, the document will be returned to the Department. Please submit documents to the Board Secretary for tracking purposes, and not directly to Legal Counsel, the County Administrator or the Commissioners. In addition to submitting this form with your documents, please submit this form electronically to the Board Secretary.)

Please complete all sections **above** the Official Review line.

Date:

Department:

Contractor/Supplier/Consultant Name:

Contractor Contact:

Contractor Phone #:

Type of Document: Amendment to Services Agreement

Goods and/or Services: Labor support services for the Department of Solid Waste including litter control, assistance with special events, minor facility maintenance tasks, etc.

Background & History: In April, 2019, the Solid Waste Department solicited proposals for furnishing litter clean-up and site maintenance repair/services for the County's solid waste facilities. A single bid was received from The Heart of Oregon Corps, Inc. The agreement was issued as a one year contract with the option for annual renewal, subject to mutual agreement between the County and the Contractor. This amendment is for extending the agreement for fiscal year 2022-23.

Agreement Starting Date:

Ending Date:

Annual Value or Total Payment:

Insurance Certificate Received (check box)

Insurance Expiration Date:

Check all that apply:

RFP, Solicitation or Bid Process

Informal quotes (<\$150K)

Exempt from RFP, Solicitation or Bid Process (specify – see DCC §2.37)

Funding Source: (Included in current budget? Yes No

If **No**, has budget amendment been submitted? Yes No

Is this a Grant Agreement providing revenue to the County? Yes No

Special conditions attached to this grant:

Deadlines for reporting to the grantor:

If a new FTE will be hired with grant funds, confirm that Personnel has been notified that it is a grant-funded position so that this will be noted in the offer letter: Yes No

Contact information for the person responsible for grant compliance:

Name:

Phone #:

Departmental Contact and Title: Chad Centola, Director **Phone #:** x7172

Department Director Approval: _____
Signature Date

Distribution of Document: Return documents to the Department of Solid Waste for distribution.

Official Review:

County Signature Required (check one):

- BOCC (if \$150,000 or more) – BOARD AGENDA Item
- County Administrator (if \$25,000 but under \$150,000)
- Department Director - Health (if under \$50,000)
- Department Head/Director (if under \$25,000)

Legal Review _____ Date _____

Document Number 2022-646

REVIEWED
LEGAL COUNSEL

For Recording Stamp Only

**DOCUMENT NO. 2022-646
AMENDING DESCHUTES COUNTY CONTRACT NO. 2021-485**

THAT CERTAIN AGREEMENT, Deschutes County Contract No. 2019-314 dated June 27, 2019, by and between DESCHUTES COUNTY, a political subdivision of the State of Oregon ("County") and The Heart of Oregon Corps, Inc. ("Contractor"), is amended, effective upon signing of all parties, as set forth below. Except as provided herein, all other provisions of the contract remain the same and in full force.

County's performance hereunder is conditioned upon Contractor's compliance with provisions of ORS 279B.220, 279B.225, 279B.230, and 279B.235, which are hereby incorporated by reference. In addition Standard Contract Provisions contained in Deschutes County Code Section 2.37.150 are hereby incorporated by reference. Contractor certifies that the representations, warranties and certifications contained in the original Contract are true and correct as of the effective date of this Amendment and with the same effect as though made at the time of this Amendment.

The above listed contract is amended as follows:

Effective Date and Termination Date. The effective date of this Contract shall be ~~July 1, 2022~~ July 1, 2022 or the date on which each party has signed this Contract, whichever is later. Unless extended or terminated earlier in accordance with its terms, this Contract shall terminate when County accepts Contractor's completed performance, or on ~~June 30, 2022~~ June 30, 2023, whichever date occurs last. Contract termination shall not extinguish or prejudice County's right to enforce this Contract with respect to any default by Contractor that has not been cured.

EXHIBIT 1

3. Consideration.

- a. County shall pay Contractor on a fee-for-service basis in accordance with the following rates:
 CREW SUPERVISOR: ~~\$33.05/hour~~ \$36.50/hour
 YOUTH LABORER: ~~\$20.25/hour~~ \$23.50/hour

4. The maximum compensation.

- a. The maximum compensation under this contract, including allowable expenses, is ~~\$175,000~~ \$225,000.

CONTRACTOR: THE HEART OF OREGON CORPS, INC.

Authorized Signature

Dated this _____ of _____, 2022.

COUNTY:

BOARD OF COUNTY COMMISSIONERS

Dated this _____ of _____, 2022

PATTI ADAIR, CHAIR

ATTEST:

TONY DeBONE, VICE CHAIR

Recording Secretary

PHIL CHANG, COMMISSIONER



CERTIFICATE OF LIABILITY INSURANCE

07/20/2022 Item #8.

05/20/2022

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Conservation United PO Box 759 Higley AZ 85236	CONTACT NAME: Jenette Szumigala PHONE (A/C, No, Ext): (855) 570-2797 FAX (A/C, No): (602) 388-8110 E-MAIL ADDRESS: jenette@insuranceunited.com <table border="1" style="width:100%; border-collapse: collapse;"> <tr> <th style="width:80%;">INSURER(S) AFFORDING COVERAGE</th> <th style="width:20%;">NAIC #</th> </tr> <tr> <td>INSURER A: Philadelphia Indemnity Ins Co</td> <td>18058</td> </tr> <tr> <td>INSURER B:</td> <td></td> </tr> <tr> <td>INSURER C:</td> <td></td> </tr> <tr> <td>INSURER D:</td> <td></td> </tr> <tr> <td>INSURER E:</td> <td></td> </tr> <tr> <td>INSURER F:</td> <td></td> </tr> </table>	INSURER(S) AFFORDING COVERAGE	NAIC #	INSURER A: Philadelphia Indemnity Ins Co	18058	INSURER B:		INSURER C:		INSURER D:		INSURER E:		INSURER F:	
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INSURER C:															
INSURER D:															
INSURER E:															
INSURER F:															
INSURED Heart of Oregon Corps Inc PO Box 279 Bend OR 97709															

COVERAGES **CERTIFICATE NUMBER:** CL2252003747 **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS															
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:			Y	PHPK2416838	05/23/2022	05/23/2023	<table border="1" style="width:100%; border-collapse: collapse;"> <tr><td>EACH OCCURRENCE</td><td style="text-align:right;">\$ 1,000,000</td></tr> <tr><td>DAMAGE TO RENTED PREMISES (Ea occurrence)</td><td style="text-align:right;">\$ 100,000</td></tr> <tr><td>MED EXP (Any one person)</td><td style="text-align:right;">\$ 5,000</td></tr> <tr><td>PERSONAL & ADV INJURY</td><td style="text-align:right;">\$ 1,000,000</td></tr> <tr><td>GENERAL AGGREGATE</td><td style="text-align:right;">\$ 3,000,000</td></tr> <tr><td>PRODUCTS - COMP/OP AGG</td><td style="text-align:right;">\$ 3,000,000</td></tr> <tr><td></td><td style="text-align:right;">\$</td></tr> </table>	EACH OCCURRENCE	\$ 1,000,000	DAMAGE TO RENTED PREMISES (Ea occurrence)	\$ 100,000	MED EXP (Any one person)	\$ 5,000	PERSONAL & ADV INJURY	\$ 1,000,000	GENERAL AGGREGATE	\$ 3,000,000	PRODUCTS - COMP/OP AGG	\$ 3,000,000		\$
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	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) Y / N <input type="checkbox"/> N/A If yes, describe under DESCRIPTION OF OPERATIONS below							<table border="1" style="width:100%; border-collapse: collapse;"> <tr><td>PER STATUTE</td><td style="text-align:right;">\$</td></tr> <tr><td>OTH-ER</td><td style="text-align:right;">\$</td></tr> <tr><td>E.L. EACH ACCIDENT</td><td style="text-align:right;">\$</td></tr> <tr><td>E.L. DISEASE - EA EMPLOYEE</td><td style="text-align:right;">\$</td></tr> <tr><td>E.L. DISEASE - POLICY LIMIT</td><td style="text-align:right;">\$</td></tr> </table>	PER STATUTE	\$	OTH-ER	\$	E.L. EACH ACCIDENT	\$	E.L. DISEASE - EA EMPLOYEE	\$	E.L. DISEASE - POLICY LIMIT	\$				
PER STATUTE	\$																					
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E.L. EACH ACCIDENT	\$																					
E.L. DISEASE - EA EMPLOYEE	\$																					
E.L. DISEASE - POLICY LIMIT	\$																					

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Deschutes County, Its Agents, Officers, Employees & Volunteers are an additional insured with respect to General Liability when agreed to by written contract.

CERTIFICATE HOLDER**CANCELLATION**

Deschutes County, Its Agents, Officers, Employees & Volunteers 1300 NW Wall Street Bend OR 97701	<p>SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.</p> <p>AUTHORIZED REPRESENTATIVE</p> <p style="text-align: center;"><i>Jenette Szumigala</i></p>
--	--

POLICY NUMBER: PHPK2416838

COMMERCIAL GENERAL LIABILITY
CG 20 26 04 13

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

ADDITIONAL INSURED – DESIGNATED PERSON OR ORGANIZATION

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART

SCHEDULE

Name Of Additional Insured Person(s) Or Organization(s):

When required by contract

Information required to complete this Schedule, if not shown above, will be shown in the Declarations.

A. Section II – Who Is An Insured is amended to include as an additional insured the person(s) or organization(s) shown in the Schedule, but only with respect to liability for "bodily injury", "property damage" or "personal and advertising injury" caused, in whole or in part, by your acts or omissions or the acts or omissions of those acting on your behalf:

1. In the performance of your ongoing operations; or
2. In connection with your premises owned by or rented to you.

However:

1. The insurance afforded to such additional insured only applies to the extent permitted by law; and
2. If coverage provided to the additional insured is required by a contract or agreement, the insurance afforded to such additional insured will not be broader than that which you are required by the contract or agreement to provide for such additional insured.

B. With respect to the insurance afforded to these additional insureds, the following is added to **Section III – Limits Of Insurance:**

If coverage provided to the additional insured is required by a contract or agreement, the most we will pay on behalf of the additional insured is the amount of insurance:

1. Required by the contract or agreement; or
2. Available under the applicable Limits of Insurance shown in the Declarations;

whichever is less.

This endorsement shall not increase the applicable Limits of Insurance shown in the Declarations.



CERTIFICATE OF LIABILITY INSURANCE

07/20/2022 Item #8.

09/22/2021

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Umpqua Insurance Agency, member of Acisure LLC 808 SE Lane PO Box 730 Roseburg OR 97470	CONTACT NAME: Carrie Keneally PHONE (A/C, No, Ext): (541) 672-3348 E-MAIL ADDRESS: ckeneally@umpquainsurance.com	FAX (A/C, No): (541) 673-3994
	INSURER(S) AFFORDING COVERAGE	
INSURED Heart of Oregon Corps Inc PO Box 279 Bend OR 97709-0279	INSURER A: Saif Corporation	
	INSURER B:	
	INSURER C:	
	INSURER D:	
	INSURER E:	
	INSURER F:	


COVERAGES **CERTIFICATE NUMBER:** 21/22 WC **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
	COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:						EACH OCCURRENCE \$ DAMAGE TO RENTED PREMISES (Ea occurrence) \$ MED EXP (Any one person) \$ PERSONAL & ADV INJURY \$ GENERAL AGGREGATE \$ PRODUCTS - COMP/OP AGG \$ \$
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY						COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	UMBRELLA LIAB <input type="checkbox"/> OCCUR EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$ \$
A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N Y	N/A	957951	10/01/2021	10/01/2022	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTHER E.L. EACH ACCIDENT \$ 500,000 E.L. DISEASE - EA EMPLOYEE \$ 500,000 E.L. DISEASE - POLICY LIMIT \$ 500,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

CERTIFICATE HOLDER**CANCELLATION**

Deschutes County, its Agents, Officers, Employees & Volunteers 1300 NW Wall St Bend OR 97701	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
	AUTHORIZED REPRESENTATIVE 

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BOARD OF COMMISSIONERS

AGENDA REQUEST & STAFF REPORT

MEETING DATE: July 20, 2022

SUBJECT: Consideration of Resolution No. 2022-053 Adopting a Supplemental Budget and Increasing Appropriations within the Health Services Fund and 2022-23 Deschutes County Budget.

RECOMMENDED MOTION:

Move Approval of Resolution No. 2022-053 Adopting a Supplemental Budget and Increasing Appropriations within the Health Services Fund and 2022-23 Deschutes County Budget.

BACKGROUND AND POLICY IMPLICATIONS:

On July 6, 2022, the Deschutes County Health Services department presented to the Board the recent Oregon Health Authority award of stimulus funding for Early Assessment Support Alliance (EASA) programs for the next three fiscal years. These stimulus funds will be used to support young persons experiencing their first episode of psychosis, will promote stabilization and reduce hospitalization and risk for acute care support; will aid in addressing health care disparities by allowing flexible funding to purchase food, clothing, cell phones and technology to support treatment and providing alternative transportation options; and to address the National Opioid crisis.

BUDGET IMPACTS:

The award provides \$85,000 of funding in the fiscal year 2022-23. An additional \$165,000 will be funded during the 2023-2025 State biennium.

ATTENDANCE:

Dan Emerson, Budget Manager

Deschutes County
Appropriation of New Grant

REVENUE

Item	Line Number	Project Code	Segment 2	Org	Object	Description	Current Budgeted Amount	To (From)	Revised Budget
		HSINTYOUTH	HS226EAG	2743152	334012	State Grant	-	85,000	85,000
TOTAL							-	85,000	85,000

APPROPRIATION

Item	Line Number	Project Code	Segment 2	Org	Object	Category (Pers, M&S, Cap Out, Contingency)	Description (Element-Object, e.g. Time Mgmt, Temp Help, Computer Hardware)	Current Budgeted Amount	To (From)	Revised Budget
		HSINTYOUTH	HS226EAG	2743152	440430	M&S	Client Stabilization	-	8,750	8,750
		HSINTYOUTH	HS226EAG	2743152	460133	M&S	Medical Supplies	-	1,000	1,000
		HSINTYOUTH	HS226EAG	2743152	430312	M&S	Contracted Services	-	66,750	66,750
		HSINTYOUTH	HS226EAG	2743152	490501	Overhead	Admin Allocation	-	8,500	8,500
		HSALL	HS1OTHER	2743151	450094	M&S	Program Expense	-	8,500	8,500
		HSALL	HS1OTHER	2743151	490501	Overhead	Admin Allocation	-	(8,500)	(8,500)
TOTAL								-	85,000	85,000

Client Stabilization of \$4,300 is for Program Funds and Rental Assistance. Medical Supplies are for Fentanyl Test Strips. Contracted Services are for Emergency Lodging and Evaluation Services.

Fund:
Dept:
Requested by:
Date:

274
Health Services
Lana Lane
6/27/2022

REVIEWED

LEGAL COUNSEL

For Recording Stamp Only

BEFORE THE BOARD OF COUNTY COMMISSIONERS OF DESCHUTES COUNTY,
OREGON

A Resolution to Adopt a Supplemental Budget *
And Increase Appropriations Within the * RESOLUTION NO. 2022-053
2022-23 Deschutes County Budget *

WHEREAS, the Deschutes County Health Services department presented to the Board of County Commissioners on 7/6/2022, with regards to accepting the Oregon Health Authority grant award providing the Early Assessment Support Alliance (EASA) program with stimulus funds, and

WHEREAS, ORS 294.471 allows a supplemental budget adjustment when authorized by resolution of the governing body, and

WHEREAS, it is necessary to increase appropriations by \$85,000 within the Health Services Fund, now, therefore;

BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS OF DESCHUTES COUNTY, OREGON, as follows:

Section 1. That the following revenue be appropriated in the 2022-23 County Budget:

<u>Health Services</u>	
State Grant	\$ 85,000
Health Services Total	<u>\$ 85,000</u>

Section 2. That the following expenditures be appropriated in the 2022-23 County Budget:

<u>Health Services</u>	
Program Expense	\$ 85,000
Health Services Total	<u>\$ 85,000</u>

Section 3. That the Chief Financial Officer make the appropriate entries in the Deschutes County Financial System to show the above appropriations:

DATED this _____ day of July, 2022.

BOARD OF COUNTY COMMISSIONERS OF
DESCHUTES COUNTY, OREGON

PATTI ADAIR, Chair

ATTEST:

ANTHONY DEBONE, Vice-Chair

Recording Secretary

PHIL CHANG, Commissioner

Deschutes County
Appropriation of New Grant

REVENUE

Item	Line Number	Project Code	Segment 2	Org	Object	Description	Current Budgeted Amount	To (From)	Revised Budget
		HSBHGEN	HS2WRKFRC	2743152	335011	State Miscellaneous	-	3,466,092	3,466,092
TOTAL							-	3,466,092	3,466,092

APPROPRIATION

Item	Line Number	Project Code	Segment 2	Org	Object	Category (Pers, M&S, Cap Out, Contingency)	Description (Element-Object, e.g. Time Mgmt, Temp Help, Computer Hardware)	Current Budgeted Amount	To (From)	Revised Budget
		HSBHGEN	HS2WRKFRC	2743152	410101	Personnel	Salary	-	1,850,000	1,850,000
		HSBHGEN	HS2WRKFRC	2743152	420301	Personnel	FICA	-	141,525	141,525
		HSBHGEN	HS2WRKFRC	2743152	420101	Personnel	Health Insurance	-	152,495	152,495
		HSBHGEN	HS2WRKFRC	2743152	420201	Personnel	PERS Employee-Employer	-	423,650	423,650
		HSBHGEN	HS2WRKFRC	2743152	420601	Personnel	Life-Long Term Disability	-	3,432	3,432
		HSBHGEN	HS2WRKFRC	2743152	420501	Personnel	Unemployment Insurance	-	21,090	21,090
		HSBHGEN	HS2WRKFRC	2743152	420801	Personnel	Family & Medical Leave	-	7,400	7,400
		HSBHGEN	HS2WRKFRC	2743152	450920	M&S	Grants&Contributions-Misc	-	866,500	866,500
TOTAL							-	3,466,092	3,466,092	

Deschutes County
Appropriation of New Grant

	0
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Fund:
Dept:
Requested by:
Date:

274
Health Services
Lana Lane
6/27/2022

REVIEWED

LEGAL COUNSEL

For Recording Stamp Only

BEFORE THE BOARD OF COUNTY COMMISSIONERS OF DESCHUTES COUNTY,
OREGON

A Resolution to Adopt a Supplemental Budget *
And Increase Appropriations Within the 2022-23 * RESOLUTION NO. 2022-054
Deschutes County Budget *

WHEREAS, the Deschutes County Health Services department presented to the Board of County Commissioners on 6/29/2022, with regards to House Bill 4004 authorizing Oregon Health Authority to grant funds to behavioral health care providers to increase compensation to the providers' staff and pay hiring and retention bonuses if necessary, to recruit new staff or retain the providers' staff, and

WHEREAS, ORS 294.471 allows a supplemental budget adjustment when authorized by resolution of the governing body, and

WHEREAS, it is necessary to increase appropriations by \$3,466,092 within the Health Services Fund, now, therefore;

BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS OF DESCHUTES COUNTY, OREGON, as follows:

Section 1. That the following revenue be budgeted in the 2022-23 County Budget:

<u>Health Services</u>	
State Miscellaneous	\$ 3,466,092
Health Services Total	<u>\$ 3,466,092</u>

Section 2. That the following expenditures be budgeted in the 2022-23 County Budget:

<u>Health Services</u>	
Program Expense	\$ 3,466,092
Health Services Total	<u>\$ 3,466,092</u>

Section 3. That the Chief Financial Officer make the appropriate entries in the Deschutes County Financial System to show the above appropriations:

DATED this _____ day of July, 2022.

BOARD OF COUNTY COMMISSIONERS OF
DESCHUTES COUNTY, OREGON

PATTI ADAIR, Chair

ATTEST:

ANTHONY DEBONE, Vice-Chair

Recording Secretary

PHIL CHANG, Commissioner



BOARD OF COMMISSIONERS

AGENDA REQUEST & STAFF REPORT

MEETING DATE: July 20, 2022

SUBJECT: Consideration of Resolution No. 2022-054 Adopting a Supplemental Budget and Increasing Appropriations within the Health Services Fund and 2022-23 Deschutes County Budget.

RECOMMENDED MOTION:

Move Approval of Resolution No. 2022-054 Adopting a Supplemental Budget and Increasing Appropriations within the Health Services Fund and 2022-23 Deschutes County Budget.

BACKGROUND AND POLICY IMPLICATIONS:

On June 29, 2022, the Deschutes County Health Services department presented to the Board the recent Oregon Health Authority award of \$3,466,092 authorized by House Bill 4004 to distribute grant funds to behavioral health care providers to increase compensation to the providers' staff and pay hiring and retention bonuses if necessary, to recruit new staff or retain the providers' staff.

BUDGET IMPACTS:

The award provides \$3,466,092 funding in the fiscal year 2022-23. Approximately \$2.6 million will fund signing and retention compensation, and \$866,500 will fund the Behavioral Health Workforce Incentive Program.

ATTENDANCE:

Dan Emerson, Budget Manager

AGENDA REQUEST & STAFF REPORT

MEETING DATE: 07/20/2022

SUBJECT: Consideration of American Rescue Plan Act Funding Proposals

RECOMMENDED MOTION:

The Board of County Commissioners has discretionary authority over American Rescue Plan Act Funds and can make a motion funding any eligible proposal.

BACKGROUND AND POLICY IMPLICATIONS:

In FY21, Deschutes County was awarded ~\$38.4 million in American Rescue Plan Act (ARPA) funds through the Federal Government. To date, the County has obligated over ~\$37.6 million of ARPA funds in support of coronavirus relief, childcare, affordable housing, small business financial support, expanded services to those experiencing houselessness and improvements in water infrastructure.

Planned ARPA conversations include the Sisters Park and Recreation District \$25,000 proposal to increase childcare capacity, and discussion of potential general re-allocation of future workforce childcare reserves.

ARPA discussion will conclude with a review of new, unfunded, eligible ARPA proposals, and an update on additional proposals we are reviewing for ARPA eligibility.

BUDGET IMPACTS:

The ARPA fund has approximately \$747,000 in unappropriated funding that can be used for eligible ARPA proposals, as well as \$1.7 million in contingency for health focused responses to Covid-19 and its prevention.

ATTENDANCE:

Dan Emerson, Budget Manager

Deschutes County American Recovery Plan Act

Eligible Project Requests - revised 05.22.22

Balance 747,298

Eligible? Yes

BOCC CATEGORY	PROJECT	Outstanding Request	BOCC Approved
Administrative	COIC "CARES extreme risk" grant distribution contract		10,935
	COIC Business/Non-profit assistance grant distribution contract		45,000
	ARPA Administration		392,000
Administrative Total			447,935
Affordable Housing	Habitat for Humanity La Pine Sunriver Emergency/Critical Home Repairs in South County		100,000
	Expand Affordable and Workforce Housing in Sisters - Reserve		500,000
	Affordable Home Ownership - Kor Community Land Trust	100,000	500,000
	Habitat for Humanity-Sisters Woodland Project	200,000	800,000
	Habitat for Humanity-Bend 8 Townhomes WaterCress Way	1,500,000	850,000
	Habitat for Humanity La Pine Sunriver Affordable Housing in South County	300,000	900,000
	Hayden Homes Affordable Housing Project		1,000,000
	Habitat for Humanity-Bend 12 Townhomes 27th Street	2,000,000	1,150,000
	Housing Works Redevelopment and Expansion of Spencer Court in Redmond		2,000,000
Affordable Housing Total		4,100,000	7,800,000
Aid to Other Impacted Industries	Bend Parks & Recreation District - Recruitment and Retention	699,000	
Aid to Other Impacted Industries Total		699,000	
Broadband Infrastructure	Regional Broadband Needs Assessment and Action Plan		300,000
Broadband Infrastructure Total			300,000
Business Support	Opportunity Foundation Increased Personnel costs due to pandemic	456,000	
Business Support Total		456,000	
Childcare	Sisters Park and Recreation District Increased Childcare	25,000	
	Workforce Development - COCC Business Accelerator		125,000
	Workforce Development - NI Childcare Sustainability Pathway Program		284,000
	Infrastructure - Re-Village (Sisters, Bend, Redmond)		350,000
	Infrastructure - Small Center Capacity Fund (Various, TBD)		500,000
	Infrastructure - MountainStar (La Pine, Redmond)		600,000
	Infrastructure - Little Kits (Bend East: OSU)		600,000
	Workforce Development - OSU Little Kits Internship Program		750,000
	Workforce Development - Contingency Reserve		906,000

Deschutes County American Recovery Plan Act

Eligible Project Requests - revised 05.22.22

Balance 747,298

Eligible? Yes

BOCC CATEGORY	PROJECT	Outstanding Request	BOCC Approved
Childcare	Infrastructure - Little Kits (Bend West: OSU)		1,000,000
	Workforce Development - NI FastTrack		1,060,000
	Infrastructure - Little Kits (Bend East: St. Charles)		1,500,000
Childcare Total		25,000	7,675,000
Food Assistance	Nutritional assistance		
	St. Vincent De Paul Redmond Food Assistance Building	1,000,000	
	La Pine Senior Center		30,000
	The 1017 Project		50,000
	High Desert Food and Farm Alliance		50,000
	Redmond Senior Center Commercial Kitchen Renovation		250,000
	Food Insecurity for Older Adults -- Council on Aging		327,840
	The Giving Plate	200,000	500,000
	NeighborImpact warehouse expansion	1,400,000	2,400,000
Food Assistance Total		2,600,000	3,607,840
Homelessness	New facility in Redmond		
	Operating Support for Existing Sisters Cold Weather Shelters	50,000	
	Sisters Cold Weather Shelter Reserve	800,000	
	Saving Grace Infrastructure		
	Oasis Village Master Plan assistance for homeless service campus in east Redmond		32,050
	Bend Heroes Vets Village construction support		100,000
	St. Vincent De Paul Emergency Shelter	10,000	125,000
	Redmond Safe Parking Mountain View Fellowship		200,000
	Shepherd's House Redmond Kitchen		300,000
	Redmond Oasis Village Project-reserved		367,500
	Bethlehem Inn Redmond		900,000
	Homeless Outreach County-wide Services		1,065,000
	Homeless Solutions Partnership with City of Bend		1,500,000
Construction of Cleveland Avenue Project	2,200,000	2,000,000	
Homelessness Total		3,060,000	6,589,550
Job Training Assistance	COBA workforce training apprentice scholarships for non-organized labor		108,000
Job Training Assistance Total			108,000

Deschutes County American Recovery Plan Act

Eligible Project Requests - revised 05.22.22

Balance 747,298

Eligible? Yes

BOCC CATEGORY	PROJECT	Outstanding Request	BOCC Approved
Premium Pay	La Pine Community Kitchen Premium Pay	81,120	
Premium Pay Total		81,120	
Public Health	Higher rated HVAC filters for County facilities		
	Additional County cleaning supplies and labor FY21	49,000	
	Technology enhancements for telemedicine and collaboration	200,000	
	Mobile technology upgrade for the Clerk	6,600	
	Health Care Hub in South Deschutes County	5,000,000	
	North county health facility-acquisition and remodel	8,300,000	
	Covid Testing	250,000	
	North county health facility-furniture, fixtures and equipment	897,700	
	Additional County cleaning supplies and labor (annual)	168,000	
	Outreach Van	85,000	
	Isolation motel liability insurance		8,184
	COVID testing - Dr. Young		15,000
	The Shield free counseling to Veterans		20,000
	UV sanitizer for jail		40,000
	COCC Expanding Local Public Health Workforce		191,548
	Circuit Court COVID prevention		269,645
	La Pine Rural Fire Protection District South County Quick Response Unit and gurneys		280,000
	COVID Unit Team		300,228
	COVID Unit Team-reserve		540,032
	Public Health Response Contingency		659,059
	Health Unintended Consequences		1,075,000
	Temporary Staffing for COVID-19 Response and Outreach (Contact Tracers, Case Investigators, and Call Center staff)		2,425,681
Public Health Total		14,956,300	5,824,377
Services to Disproportionately Impacted Communities	Saving Grace - Shelter kitchen remodel + add two shelter bedrooms		75,000
	Saving Grace - Weekend Advocates Program + food and housing services		375,000
Services to Disproportionately Impacted Communities Total			450,000
Small Business & Non-profit Assistance	Boys and Girls Club Bend-economic impact	619,464	
	Sunriver Area Small Business Assistance Grant Program and Hiring Campaign	350,000	

Deschutes County American Recovery Plan Act

Eligible Project Requests - revised 05.22.22

Balance 747,298

Eligible? Yes

BOCC CATEGORY	PROJECT	Outstanding Request	BOCC Approved
Small Business & Non-profit Assistance	School of Enrichment - Economic Hardship	520,002	
	Redmond Chamber - lost revenue	84,069	
	Sisters Chamber of Commerce	49,060	
	Redmond Rotary	90,000	
	Sisters Rodeo Association	100,000	
	Redmond Chamber - Redmond Parklet	40,000	
	Small business grants - Sisters COC	350,000	
	La Pine Chamber of Commerce	25,900	
	Sunriver Area Chamber of Commerce pandemic economic impact	18,325	
	Ronald McDonald House Charities	100,000	100,000
COIC small business economic impact grants		2,500,000	
Small Business & Non-profit Assistance Total		2,346,820	2,600,000
Water Infrastructure	NeighborImpact south county septic replacement program	1,000,000	
	Wastewater investments in South County		
	Terrebonne Wastewater System Feasibility Study	1,750,000	300,000
	Deschutes Soil and Water Conservation District On-farm Efficiency Water Conservation Projects		375,000
	Tumalo Sewer System - Reserve/placeholder		500,000
	Deschutes River Conservancy On-farm Efficiency Water Conservation Project-Smith Rock/King Way		1,075,000
Water Infrastructure Total		2,750,000	2,250,000
Grand Total		31,074,240	37,652,702



BOARD OF COMMISSIONERS

AGENDA REQUEST & STAFF REPORT

MEETING DATE: July 20, 2022

SUBJECT: Performance Measure Update from Environmental Health

BACKGROUND AND POLICY IMPLICATIONS:

At the February 23 Board meeting, Commissioners received a Q2 Performance Measure update from Environmental Health Supervisor Eric Mone, for the following measure: **Reduce outbreaks and food-borne illness by inspecting a minimum of 95% of licensed facilities (e.g. restaurants, pools/spas/hotels, etc.) per state requirements.** This falls under the County goal of Healthy People: Enhance and protect the health and well-being of communities and their residents, with the objective to support and advance the health and safety of Deschutes County's residents.

During the February meeting, the Board requested a status update for the Q3 meeting. Q3 Performance Measure updates were provided at the July 6 Board meeting, which included a written update from Eric Mone. The Board requested a follow up presentation from Eric, which he will provide at the July 18 Board meeting and be available for any questions.

Below are quarterly updates the Board has received thus far, as well as Q4 inspection data provided by Eric for discussion at the July 18 meeting.

Q2: 63/782 = 8%. Significant EH staff time continues to be spent on the COVID-19 response, including 591 business outreach calls this quarter (compared to 377 last quarter), responding to complaints (70 this quarter), and outbreak follow-up. The team is aiming to resume more normal inspection volume when safe to do so (e.g. Omicron surge).

Q3: 72/716 = 10%. EH conducted more business reach-outs for Covid follow up in January, 2022 than any other month since the pandemic started. Approximately 400-900 cases per day in January. Cases were falling steadily in Feb/March and with the mask mandate being lifted on March 14, EH inspectors have been getting back into the field for routine inspections on Food, Pool, and Lodging facilities. Those inspections are available for viewing on the [Environmental Health Website](#).

Q4 Inspection Data: 426/861 = 49%

18 - Pre-Opening Inspections Food (e.g restaurant, catering, commissary)

95 - Semi-Annual Inspections Food

2 - Semi-Annual Inspections Food - Not Operating

35 - Re-inspections Food

39 - Pre-Opening Inspections MFU

21 - Semi-Annual Inspections MFU

2 - Semi-Annual Inspections MFU - Not Operating

6 - Re-inspections MFU

1 - School Pre-Opening Inspections

57 - School Semi-Annual Inspections

3 - School Re-inspections

2 - Pool/Spa Pre-Opening Inspections

54 - Pool/Spa Semi-Annual Inspections

2 - Pool/Spa Annual Inspections

5 - Pool/Spa Re-Inspections

2 - Pool/Spa Consultation Inspections

3 - Tourist Facility Pre-Opening Inspections

17 - Tourist Facility (hotel/motel) Inspections

1 - RV Park Semi-Annual Inspections

25 - Childcare Annual Inspections

36 - Temporary Restaurant License Inspections (events)

BUDGET IMPACTS:

None

ATTENDANCE:

Eric Mone, Environmental Health Supervisor

Laura Skundrick, Administrative Analyst



BOARD OF COMMISSIONERS

AGENDA REQUEST & STAFF REPORT

MEETING DATE: July 20, 2022

SUBJECT: Grant follow up

1. 2022 Spay & Neuter Grant Awards

Deschutes County's Dog License and Pet Identification Application forms provide an opportunity for residents to make a voluntary donation to support spay and neuter services. These donations, supplemented by the general fund, are offered to local non-profit organizations which provide spay and neuter services in Deschutes County for both feral animals and pets whose owners are unable or unlikely to access or afford the procedure. Grant funds may also be used for educational or promotional programs focused on encouraging or expanding spay and neuter procedures in Deschutes County.

To be eligible for the program, applicants must be designated by the Internal Revenue Service as a 501(c)3 tax-exempt organization, located in Deschutes County and able to certify that grant proceeds will be used to support services benefiting Deschutes County residents.

On May 11, 2022, the Board of Commissioners approved a total of \$11,000 for multiple awards. Staff then issued a news release, posted a solicitation, and notified past applicants of the available funding. Five applications were received in response to the solicitation. Those applications were then reviewed and evaluated by the Dog Control Board of Supervisors, whose scores were averaged to provide the recommendation included in the Board's meeting materials today. Also attached to this staff report are the five applications received.

During the Board's July 18 meeting, staff will seek Board direction on grant awards for the 2022 Spay & Neuter Grant program.

2. Discretionary Grant Follow-up from 7/11

ATTENDANCE:

Laura Skundrick, Administrative Analyst



BOARD OF
COMMISSIONERS

SPAY & NEUTER GRANT PROGRAM

Organization: Companion Animal Medical Project (CAMP)

Project: Coordinate spay/neuter services for companion animals of people experiencing homelessness or significant financial distress

Estimated impact/cost:

With the 2021 grant, 32 companion animals were spayed/neutered and they expect great needs in 2022 with an already existing waitlist.

Dog Board 2022 funding recommendation: \$2,161

S&N Grants awarded in past five years:

2021	\$2,359
2020	\$2,683

Deschutes County Spay and Neuter Grant Application 2022

A complete application will consist of the following:

1. This cover sheet, signed and dated.
2. Narrative responses to the questions which appear at the end of this document submitted on no more than three separate, single-sided, single-spaced pages.
3. Attachments as follows:
 - a. Proof of the organization's 501(c)(3) tax-exempt status in the form of a letter from the Internal Revenue Service (IRS).
 - b. An operating budget specific to the proposed program, project, or activity.
 - c. A financial statement that shows actual total revenue and expenditures for the most recently completed 12-month period.
 - d. A roster of the organization's current Board of Directors.

Submit the completed application electronically to laura.skundrick@deschutes.org no later than 5:00 p.m. on June 8, 2022. Late or incomplete applications will not be considered. Information or materials submitted instead of or in addition to those specifically requested in this application form will not be reviewed.

Contact Information

Organization Name Companion Animal Medical Project

Address 64682 Cook Ave #70

City Bend Zip Code 97703

Phone Number 541-726-3439 Alternate Phone Number 360-951-0404

Fax Number _____ Email Address campveterinaryservices@gmail.com

Website www.campclinics.org

By signing below, I certify the following:

- 1. All information provided to Deschutes County in this application is correct.
- 2. I am authorized by the governing board of the stated organization to submit this grant application.
- 3. This organization is in good standing with the IRS and retains its official 501(c)(3) tax-exempt status.
- 4. This organization is located in Deschutes County.
- 5. Any proceeds from a grant award will be used in support of Deschutes County residents.

Print Name Johannah Johnson-Weinberg

Signature 

Title Founding Executive Director

Date May 20th, 2022

On a separate sheet(s), please briefly answer the following questions:

- 1. Describe the history of your organization.
- 2. State the mission of your organization.
- 3. Describe the leadership and structure of your organization.
- 4. Describe the primary activities conducted by your organization.
- 5. Describe the specific program, project, or activity that a Spay and Neuter grant would support, if awarded.
- 6. Describe how this program, project, or activity would positively impact the goal of promoting or expanding spay and neuter procedures.
- 7. Explain the anticipated outcomes of this program, project, or activity and describe how success will be measured.

Attach:

- 1. Proof of the organization's 501(c)(3) tax-exempt status in the form of a letter from the Internal Revenue Service (IRS).
- 2. An operating budget specific to the proposed program, project, or activity.
- 3. A financial statement that shows actual total revenue and expenditures for the most recently completed 12-month period.
- 4. A roster of the organization's current Board of Directors.

1. Describe the history of your organization.

Companion Animal Medical Project was founded in 2020 by a group of animal and human advocates, with professional expertise in the fields of veterinary medicine, social assistance, healthcare, pet nutrition, animal welfare, advocacy, and organizational leadership.

CAMP members and volunteers host monthly wellness/vaccine clinics in houseless communities in both Bend and Redmond. To date, CAMP has provided 400 vaccines, spay/neutered 120 pets, facilitated 15 life-saving emergency visits, and passed out over 1000 lb of pet food all at no cost to the owner. There is an unprecedented need for preventative veterinary care in our community both for pet owners housed, unhoused, or at-risk of homelessness. Our recent Point in Time Count estimates that there are 1,286 individuals experiencing homelessness throughout the tri-counties, a 17% increase from last year's PIT count. Additional data from the "National Coalition for the Homeless estimates that **10%** of the total population of people experiencing homelessness have a pet that they care for. Other groups, especially social service providers, estimate that as many as 25% of all people experiencing homelessness care for a pet."

(<https://palletshelter.com/blog/2020-2-17-pets-and-homelessness/>). Using this data we estimate that within Central Oregon roughly 100 pets belong to those who are unhoused- however may houseless individuals own multiple animals.

CAMP's goals include reducing the number of unvaccinated pets, decreasing the number of unplanned litters, increasing pet- retention, and advocate and support the human-animal bond. Accessible spay/neuter is crucial for our communities' unhoused pet parents. On average, CAMP receives 15 calls per month from pet owners experiencing homelessness asking for their pets to be spay/neutered. This is a service and request we simply cannot, as a community-based organization, decline. The importance of this service cannot be expressed enough by everyone in our community.

2. State the mission of your organization.

CAMP aims to help ease the burden on those experiencing homelessness or facing other debilitating financial hardships by providing veterinary care and supplies to their companion animals.

3. Describe the leadership and structure of your organization.

The Founding Executive Director Johannah Johnson-Weinberg is also currently the Community Outreach Lead at Thrive Central Oregon, which connects individuals to resources within the community. Thrive has "in-depth knowledge of resources including Housing-Food-Shelter-Health care and insurance Employment Disability support SSI/SSD Senior support."

Johannah holds a degree in Sociology and a minor in Psychology from Western Washington University, as well as a certificate in Applied Animal Behavior from the University of Washington. For the last six years, Johannah has served the Central Oregon companion animal population and is passionate about advocating for the human-animal bond. The board of directors, staff, and pool of volunteers bring an impressive combination of expertise to the human and animal population. The co-founder and medical director are both veterinarians (DVM's) and all of our staff bring a passion for working with the houseless and their companion animals.

4. Describe the primary activities conducted by your organization.

CAMP hosts monthly clinics providing wellness exams, core vaccinations, spay/neuter, emergency care, pet food, basic supplies, and transportation when needed. To date, CAMP has provided 400 vaccines, spay/neutered 120 pets, facilitated 15 life-saving emergency visits, and passed out over 1000 lb of pet food all at no cost to the owner.

5. Describe the specific program, project, or activity that a Spay and Neuter grant would support if awarded.

Among many requests received, spay/neuter is the number one request. Since CAMP has started we have spay/neutered 120 companion animals belonging to pet owners experiencing homelessness with a growing waitlist. With the closure of the area's only low-cost spay and neuter clinic, we have seen an increased need from pet owners housed, unhoused, and at-risk. CAMP's mission was formulated to meet the needs of those experiencing homelessness or facing other debilitating financial hardships intentionally so we can alleviate veterinary resource deserts and take an upstream approach to curb pet overpopulation. Through compassionate and non-judgment care, we have built trusted relationships with pet owners at our CAMP clinics. We sign pets up for spay/neuter and help arrange transportation if that is a barrier for a pet owner. Funding will ensure that CAMP clinics will be able to continue to provide this necessary service to all who are in need, thereby minimizing the pet overpopulation in our houseless communities.

6. Describe how this program, project, or activity would positively impact the goal of promoting or expanding spay and neuter procedures.

Individuals seeking CAMP's services have made it very clear. They overwhelmingly support and are interested in having their companions spay and neutered! The largest barrier for the people we serve is monetary. By providing access to no-cost spay and neuter services, we have been able to overcome the financial burden that has prevented houseless pet owners from seeking surgical alterations for their pets. Currently, with all funds used from the 2021 Deschutes County Spay and Neuter grant, we have multiple animals on the waitlist from Redmond, Juniper Ridge, China Hat, Hunnell Rd, and generally throughout the Bend area. As the need continues to grow, funding will allow CAMP to continue to meet the increased need, organize and support additional clinics and better serve our community's needs.

7. Explain the anticipated outcomes of this program, project, or activity and describe how success will be measured.

With 2021 DC Spay and Neuter grant funds, we were able to alter 16 female dogs, three female cats, four male cats, and nine male dogs, totaling 32 companion animals. We anticipate an even greater need in 2022 with an already existing waitlist. Using medical records and tracking sheets, CAMP can accurately determine the number of spay/neuter services performed. While we cannot be exact, anecdotally we have seen a significant decrease in the number of unplanned litters in houseless communities in both Bend and Redmond. Measured more subjectively is the level of trust we have built in our houseless communities. Pet owners are now allowing us to alter litters before homes are found in camps! As you can imagine this is quite a significant step and goes to show that when you add compassionate and respectful engagement into the mix, great things can be accomplished. CAMP is successful as it is because we do not force individuals to spay and neuter their pets or have other requirements to receive our services. We have found that by showing up, being consistent, and simply asking how we can help, we have developed trust within the unhoused community.

Did you know that 508 puppies can be born from one unsplayed female dog and her offspring in seven years? (<https://www.snapus.org/spay-neuter-facts-overpopulation-facts/>)

Surgery (type)	(per year)	(per surgery)	(per year)
Female dogs	20	\$125.00	\$2,500.00
Male dogs	15	\$100.00	\$1,500.00
Female cats	7	\$60.00	\$420.00
Male cats	7	\$50.00	\$350.00
Total	49		\$4,770.00



Department of the Treasury
Internal Revenue Service
Tax Exempt and Government Entities
P.O. Box 2508
Cincinnati, OH 45201

Date:
09/14/2021
Employer ID number:
85-2876037
Form 990/990EZ/990-N required:
Yes
Person to contact:
Name: Ms. Elliott
ID number: 31886
Telephone: 877-829-5500

COMPANION ANIMAL MEDICAL PROJECT
46482 COOK AVE NO 70
BEND, OR 97703

Dear Applicant:

In your letter dated May 3, 2021, you requested a reclassification of foundation status as a public charity.

Our records indicate you are classified as a private foundation. You claim you're erroneously classified as a private foundation and are requesting correction of the error.

Based on the information you provided, we determined you meet the requirements for classification as a public charity described in IRC Sections 509(a)(1) and 170(b)(1)(A)(vi) and updated our records.

Because your tax-exempt status wasn't under consideration, you continue to be classified as an organization exempt from federal income tax under IRC Section 501(c)(3).

For important information about your responsibilities as a tax-exempt organization, go to www.irs.gov/charities. Enter "4421-PC" in the search bar to view Publication 4421-PC, Compliance Guide for 501(c)(3) Public Charities, which describes your recordkeeping, reporting, and disclosure requirements.

This letter could help resolve questions on your foundation status. Keep it for your records.

We sent a copy of this letter to your representative as indicated in your power of attorney.

Sincerely,

Stephen A. Martin
Director, Exempt Organizations
Rulings and Agreements

Letter 4425 (Rev. 8-2020)
Catalog Number 52256W

Yearly Budget			
	2022 Budget	Year to Date Actuals	2021 Actuals
<i>Totals</i>	\$64,280	\$18,757	\$24,259
Veterinary Services			
Veterinary Supplies	\$3,600	\$827	\$960
Emergency Medical	\$24,000	\$9,320	\$12,730
Plateau Credit	\$0	\$305	\$0
Spay/Neuter	\$12,000	\$4,541	\$2,118
Food/Leashes/Etc	\$1,200	\$85	\$164
Shelter Fees	\$1,200	\$185	\$0
Administrative			
Salaries and Wages	\$9,600	\$800	\$0
Insurance	\$2,450	\$774	\$2,417
Office Supplies	\$2,400	\$399	\$1,019
Merchandise	\$0	\$0	\$0
Marketing	\$3,600	\$1,435	\$3,127
Van			
Auto Insurance	\$1,300	\$0	\$1,256
Fuel	\$2,080	\$85	\$356
Registration/License	\$100	\$0	\$112
Repairs/Maintenance	\$750	\$0	\$0
Yearly Revenue			
	2022 Revenue Target	2022 Revenue-to-Date	2021 Revenue
<i>Totals</i>	\$64,000	\$22,253	\$73,257



Board of Directors

Johannah Johnson-Weinberg
Founder/Executive Director
64684 Cook Ave #70
Bend, OR 97703

Courtney Gallant
President
2113 SW 35th Place
Redmond, OR 97756

Stacy Parks
Treasurer
60026 Cinder Butte Rd
Bend, OR 97702

Qwen Gist
Interim Secretary
Community Outreach
2414 NW Brickyard St
Bend, OR 97703

Sierra Catcott
Strategic Planning
63063 Angler Ave
Bend, OR 97703

Medical Director:
Dr. Erin Cook, DVM

Lived Experience Outreach Advocate
Justice



BOARD OF COMMISSIONERS

SPAY & NEUTER GRANT PROGRAM

Organization: Ember’s Wildflower Animal Sanctuary

Project: Spay/neuter each rabbit prior to its adoption, as the only rabbit sanctuary in Central Oregon.

Estimated impact/cost:

Since opening in 2019, 198 rabbits have been spayed or neutered, 3 are currently on the waitlist.

Each spay procedure costs \$150, neuter \$97

Dog Board 2022 funding recommendation: \$2,032

S&N Grants awarded in past five years:

2021	\$1,580
------	---------

Deschutes County Spay and Neuter Grant Application 2022

A complete application will consist of the following:

1. This cover sheet, signed and dated.
2. Narrative responses to the questions which appear at the end of this document submitted on no more than three separate, single-sided, single-spaced pages.
3. Attachments as follows:
 - a. Proof of the organization's 501(c)(3) tax-exempt status in the form of a letter from the Internal Revenue Service (IRS).
 - b. An operating budget specific to the proposed program, project, or activity.
 - c. A financial statement that shows actual total revenue and expenditures for the most recently completed 12-month period.
 - d. A roster of the organization's current Board of Directors.

Submit the completed application electronically to laura.skundrick@deschutes.org no later than 5:00 p.m. on June 8, 2022. Late or incomplete applications will not be considered. Information or materials submitted instead of or in addition to those specifically requested in this application form will not be reviewed.

Contact Information Organization Name Ember's Wildflower Animal Sanctuary & Bunny Rescue

Address 2584 NW 58th Street

City Redmond, OR 97756

Phone Number (541) 419-9173

Alternate Phone Number (541) 221-1478 Cindy Hamlin

Fax Number N/A

Email Address wildflowerbunnylove@gmail.com

Website <http://emberswildflower.org/>

By signing below, I certify the following: 1. All information provided to Deschutes County in this application is correct. 2. I am authorized by the governing board of the stated organization to submit this grant application. 3. This organization is in good standing with the IRS and retains its official 501(c)(3) tax-exempt status. 4. This organization is located in Deschutes County. 5. Any proceeds from a grant award will be used in support of Deschutes County residents.

Print Name Lindsey Provost



Signature

Title President/Founder

Date May 28, 2022

Deschutes County Spay and Neuter Grant Application 2022

1. Describe the history of your organization.

In April 2015, our Founder/President Lindsey was given Ember, her first bunny, as a gift the day before Easter. He showed her how special bunnies are and inspired her to save as many as she could. She soon learned bunnies are the 3rd most abandoned pet and decided to help. Lindsey started Ember's in January 2019 and became an official 501(c)(3) nonprofit in March 2019. Bunnies are Ember's main focus, although we love all animals and have a small variety. We are happy to provide a place for children and adults to volunteer with animals, where they can learn and practice kindness for all beings. We plan small events for children to interact with our animals. In addition, we provide local presentations and have been featured on Central Oregon Daily News and in Source Weekly and Bend Magazine to spread awareness and education in our community. We also recently collaborated with Humane Society of Central Oregon to receive a reduced fee for spays/neuters. In our short time open, we have taken in 290 bunnies (have 7 on the waitlist), spayed or neutered 198, placed 173 into loving homes and currently provide sanctuary for 94 bunnies and 6 other animals.

We are the only sanctuary in Central Oregon dedicated to bunny rescue and are eager to continue to grow and make a difference. Our most recent accomplishment was fundraising (\$13,000+) and building an expanded bunny barn which holds three times+ (3x) the number of bunnies our previous shed. Due to the expansion and the current need for surrender, we project our need for spay/neuters to expand accordingly. This past year our spay/neuter costs were \$5,093 and our vet bills (not including spay/neuter) totaled \$11,048. We respectfully seek a total amount of \$3,000 to help pay for approximately half of the spay/neuters in 2022 (see attached spreadsheet).

2. State the mission of your organization.

We provide a safe place for rescued animals to receive the love and care that they deserve while offering education to the public regarding the need for domestic bunny rescue and spay/neuter. Our main focus is to take in bunnies, including special needs, and provide the medical care they need as well as spaying and neutering bunnies before adopting them into loving homes.

3. Describe the leadership and structure of your organization.

President/Founder: Lindsey Provost
 Treasurer: Cindy Hamlin
 Secretary: Jennifer Hammond
 Member-at-Large: Kristy Kwan
 Member-at-Large: Lorraine Murray
 Member-at-Large: Jenee' Mohler

4. Describe the primary activities conducted by your organization.

Ember's main focus is taking in unwanted or abandoned domestic bunnies, especially those with special needs, in order to care for their health needs, spay/neuter and adopt out into loving, forever homes.

5. Describe the specific program, project, or activity that a Spay and Neuter grant would support, if awarded.

It is Ember's policy to spay or neuter each bunny that is surrendered, in addition to microchip and RHDV2 vaccination, prior to adopting out. This grant support will ensure that we are able to accomplish this in a timely manner in order to take in and adopt out as many bunnies as possible. Previous to the RHDV2 outbreak in Oregon, we had partnered with the HSCO to receive discounted spay/neuters. Due to RHDV2, they are no longer taking in bunnies, therefore we are unable to get that discount.

6. Describe how this program, project, or activity would positively impact the goal of promoting or expanding spay and neuter procedures.

Our spay/neuter policy has already positively impacted the lives of numerous bunnies. Male and female bunnies are at higher risk of cancer if left unaltered. If we are able to get grant funds, we will be ensured of getting all of our surrendered bunnies spayed or neutered in a timely manner in order for them to be eligible to adoption.

7. Explain the anticipated outcomes of this program, project, or activity and describe how success will be measured.

Spay and neuter is essential in bunny rescue. There are numerous domestic bunnies dumped into the wild who then reproduce at record rates. Most people are unaware, but female bunnies are able to carry two litters at the same time and are able to become pregnant as soon as they give birth. We are the only bunny rescue in Central Oregon and it is our policy for each surrendered bunny to be spay or neutered, microchipped and vaccinated against RHDV2 before adopting out.

Success will be measured by the amount of funds received paying for the spays and neuters needed over the remainder of this year. Our reduced cost through Highland Veterinary in Redmond, OR are spay \$150 or neuter \$97. We currently have 94 bunnies in our care, including fosters. We have successfully spay/neutered 198 bunnies as of today, and currently have 3 waiting to be altered (1 spay & 2 neuters), with the possibility of getting a new mama and babies surrendered soon.

2022 EMBER'S SPAY & NEUTERS				
#	BUNNY NAME	GENDER	DATE	COST
CURRENT ADOPTEES				
1	Sugar	F	1/5/2022	\$105.00
2	Spice	F	1/5/2022	\$150.00
3	Lupine	F	1/19/2022	\$150.00
4	Twig	M	1/25/2022	\$97.00
5	Aria	F	1/26/2022	\$150.00
6	Pebble	M	2/1/2022	\$97.00
7	Pippin	F	2/3/2022	\$150.00
8	Savanna	F	3/15/2022	\$150.00
9	Thyme	M	3/15/2022	\$97.00
10	Morel	M	5/3/2022	\$97.00
11	Shiitake	M	5/3/2022	\$97.00
12	Portobello	F	5/10/2022	\$150.00
13	Oyster	F	5/12/2022	\$150.00
14	Lucy	F	5/12/2022	\$150.00
15	Valor	M	5/17/2022	\$97.00
16	Virtue	M	5/17/2022	\$97.00
17	Liberty	M	5/25/2022	\$97.00
18	Tranquil	M	6/2/2022	\$97.00
19	Peace	M	6/7/2022	\$97.00
20	Mandy	F		\$150.00
WAITLIST				
21	Onyx	M		\$97.00
22	Blue	M		\$97.00
23	Caleb's New Zealand	M		\$97.00
24	Caleb's New Zealand	F		\$150.00
25	Traci's stray	F		\$150.00
26	Traci's stray	Unsure		\$150.00
27	Nicole's Mama	F		\$150.00
28	Nicole's Mama 6 babies	Unsure		\$741.00
	TOTAL HALF YEAR			\$4,057.00
	ESTIMATED 2ND HALF			\$3,000.00

Ember's 2021 Program/Mission Budget

Purpose: Bunny rescue, quality of life betterment, bunny care education and adoption.

<u>Budget</u>	<u>January - December 2021</u>
Revenue	
Donations, cash	19,888
Donations, in-kind	1,376
Grant	6,830
Surrender fees	1,918
Adoption fees	3,514
Boarding fees	562
Fundraising events	6,845
Fundraising events, direct costs	(649)
Total Revenue	38,908
Expenses	
Food	2,760
Supplies & enrichment	1,668
Spay & neuter	5,093
Other veterinary	11,048
CareCredit	9,231
Dues & Advertising	1,915
Barn build	5,098
Mileage	356
Total Expenses	37,169
Change in net assets	1,739

Note: Ember's is a 100% volunteer organization.

EMBER’S WILDFLOWER ANIMAL SANCTUARY AND BUNNY RESCUE

DIRECTORS RESOLUTION OF APPROVING AMENDMENT OF BYLAWS

RESOLVED for Section 2. The number of Directors of the Oregon non-profit corporation shall be no fewer than three and no more than nine. The following individuals are elected as directors to serve for the following year and until their successors are duly elected and qualified:

- LINDSEY SAGE PROVOST
- CINDY HAMLIN
- JENNIFER HAMMOND
- KRISTY KWAN
- LORRAINE MURRAY
- JENEE MOHLER

RESOLVED for Section 3. The following individuals are appointed to the offices set opposite their name, to serve for the following year and until their successors are duly elected and qualified:

Name:	Office:
LINDSEY SAGE PROVOST	PRESIDENT
CINDY HAMLIN	TREASURER
JENNIFER HAMMOND	SECRETARY
KRISTY KWAN	MEMBER-AT-LARGE
LORRAINE MURRAY	MEMBER-AT-LARGE
JENEE MOHLER	MEMBER-AT-LARGE

RESOLVED FURTHER that any actions taken by such directors prior to the date of the foregoing resolutions adopted hereby, will not have any negative bearing upon this Oregon non-profit corporation.

I, LINDSEY SAGE PROVOST, the undersigned President of the non-profit corporation hereby certify that the foregoing Amendment of Bylaws were adopted by the non-profit corporations Board of Directors and is a true and correct record of a resolution(s) duly adopted by the Directors of the corporation on the 27th day of May 2022.

IN WITNESS WHEREOF, I have executed my name as President on this 29th day of May 2022.

Lindsey Provost

President

INTERNAL REVENUE SERVICE
P. O. BOX 2508
CINCINNATI, OH 45201

DEPARTMENT OF THE TREASURY

Date: **MAR 26 2019**

EMBERS WILDFLOWER ANIMAL SANCTUARY
AND BUNNY RESCUE
2584 SW 58TH ST
REDMOND, OR 97756-0000

Employer Identification Number:
83-3668244
DLN:
26053456002969
Contact Person:
CUSTOMER SERVICE ID# 31954
Contact Telephone Number:
(877) 829-5500
Accounting Period Ending:
December 31
Public Charity Status:
170(b)(1)(A)(vi)
Form 990/990-EZ/990-N Required:
Yes
Effective Date of Exemption:
February 21, 2019
Contribution Deductibility:
Yes
Addendum Applies:
No

Dear Applicant:

We're pleased to tell you we determined you're exempt from federal income tax under Internal Revenue Code (IRC) Section 501(c)(3). Donors can deduct contributions they make to you under IRC Section 170. You're also qualified to receive tax deductible bequests, devises, transfers or gifts under Section 2055, 2106, or 2522. This letter could help resolve questions on your exempt status. Please keep it for your records.

Organizations exempt under IRC Section 501(c)(3) are further classified as either public charities or private foundations. We determined you're a public charity under the IRC Section listed at the top of this letter.

If we indicated at the top of this letter that you're required to file Form 990/990-EZ/990-N, our records show you're required to file an annual information return (Form 990 or Form 990-EZ) or electronic notice (Form 990-N, the e-Postcard). If you don't file a required return or notice for three consecutive years, your exempt status will be automatically revoked.

If we indicated at the top of this letter that an addendum applies, the enclosed addendum is an integral part of this letter.

For important information about your responsibilities as a tax-exempt organization, go to www.irs.gov/charities. Enter "4221-PC" in the search bar to view Publication 4221-PC, Compliance Guide for 501(c)(3) Public Charities, which describes your recordkeeping, reporting, and disclosure requirements.

Letter 947



BOARD OF COMMISSIONERS

SPAY & NEUTER GRANT PROGRAM

Organization: Furry Friends Foundation

Project: The Fix is FREE Program: Sponsor and promote spay and neuter procedures for dogs and cats of families in financial hardship, allowing pets to remain in their homes.

Estimated impact/cost:

Costs have increased due to the closing of their partner clinic in 2021. Average cost for spay/neuter services are \$85/cat and \$152/dog. They estimate 40 spay/neuters in 2022.

Dog Board 2022 funding recommendation: \$2,123

S&N Grants awarded in past five years:

2021	\$2,434
2020	\$2,431
2019	\$4,400
2018	\$3,875

Deschutes County Spay and Neuter Grant Application 2022

A complete application will consist of the following:

1. This cover sheet, signed and dated.
2. Narrative responses to the questions which appear at the end of this document submitted on no more than three separate, single-sided, single-spaced pages.
3. Attachments as follows:
 - a. Proof of the organization’s 501(c)(3) tax-exempt status in the form of a letter from the Internal Revenue Service (IRS).
 - b. An operating budget specific to the proposed program, project, or activity.
 - c. A financial statement that shows actual total revenue and expenditures for the most recently completed 12-month period.
 - d. A roster of the organization’s current Board of Directors.

Submit the completed application electronically to laura.skundrick@deschutes.org no later than 5:00 p.m. on June 8, 2022. Late or incomplete applications will not be considered. Information or materials submitted instead of or in addition to those specifically requested in this application form will not be reviewed.

Contact Information

Organization Name Furry Friends Foundation

Address 412 E. Main Ave., Ste. 4 / PO Box 1175

City Sisters **Zip Code** 97759

Phone Number 541-797-4023 **Alternate Phone Number** 541-480-3201

Fax Number n/a **Email Address** info@furryfriendsfoundation.org

Website www.furryfriendsfoundation.org

By signing below, I certify the following:

1. All information provided to Deschutes County in this application is correct.
2. I am authorized by the governing board of the stated organization to submit this grant application.
3. This organization is in good standing with the IRS and retains its official 501(c)(3) tax-exempt status.
4. This organization is located in Deschutes County.
5. Any proceeds from a grant award will be used in support of Deschutes County residents.

Print Name Kiki Dolson

Signature

Digitally signed by Kiki Dolson
DN: cn=Kiki Dolson, o=Furry Friends Foundation, ou,
email=info@furryfriendsfoundati
n.org, c=US
Date: 2022.05.25 08:28:58 -0700

Title Executive Director

Date May 25, 2022

On a separate sheet(s), please briefly answer the following questions:

1. Describe the history of your organization.
2. State the mission of your organization.
3. Describe the leadership and structure of your organization.
4. Describe the primary activities conducted by your organization.
5. Describe the specific program, project, or activity that a Spay and Neuter grant would support, if awarded.
6. Describe how this program, project, or activity would positively impact the goal of promoting or expanding spay and neuter procedures.
7. Explain the anticipated outcomes of this program, project, or activity and describe how success will be measured.

Attach:

1. Proof of the organization's 501(c)(3) tax-exempt status in the form of a letter from the Internal Revenue Service (IRS).
2. An operating budget specific to the proposed program, project, or activity.
3. A financial statement that shows actual total revenue and expenditures for the most recently completed 12-month period.
4. A roster of the organization's current Board of Directors.



"Not all pets in need are homeless, some just need a helping paw."

www.furryfriendsfoundation.org | email: info@furryfriendsfoundation.org | EIN: 45-2352228
412 E. Main Ave., Ste. 4 | PO Box 1175 | Sisters, OR 97759 | 541-797-4023

May 25, 2022

Deschutes County Board of Commissioners
Deschutes County Spay & Neuter Grant Program
Email to: laura.skundrick@deschutes.org

Deschutes County Spay & Neuter Grant Program Application

1. History of Organization

Furry Friends Foundation first began in 1992 as the Furry Friends Holiday Pet Food Drive in partnership with Sisters Kiwanis Club and Sisters-Camp Sherman RFPD, both located in Sisters, Oregon. The holiday pet food drive application includes requests for free spay/neuter sponsorships, and is distributed in late December. The drive continues today with Furry Friends feeding an 11-year-average of 390 pets per holiday drive.

In March of 2012 Furry Friends Foundation expanded its pet food distribution and spay/neuter/vaccine sponsorship services to year-round and became a 501(c)(3) organization known formally as Furry Friends Foundation, Inc. Our support and funding includes The Roundhouse Foundation, City of Sisters grant, Ray's Food Place rewards program, OBRC (Oregon Bottle Recycling Cooperative) and the Deschutes Co. Spay & Neuter Grant Program. We raise other funds year-round primarily through private donations and fund raisers.

2. Mission

We are dedicated to improving the welfare of families with pets in the Sisters, Oregon community. It is our mission to help pets stay healthy and remain in their homes through sponsorship of free spay/neuter surgeries, by operating a pet food/supply banks, and by offering monetary assistance for pet wellness, vaccinations and emergency veterinary medical needs to families in financial hardship.

3. Leadership and Structure

Furry Friends Foundation offers a weekly pet food/supply distribution every Thursday. We are open by appointment with clients able to call for assistance 7 days a week. We also offer delivery services to those who are disabled and to seniors. During the COVID-19 pandemic we have been able to continue to serve families and seniors. Furry Friends is the sole nonprofit in the Sisters area aiding pets and their families.

Applications for spay/neuter and vaccination sponsorships, wellness services and medical assistance are completed at the office or over the phone. The Furry Friend's office maintains a pet food/supply bank and partners with Sisters Kiwanis to facilitate a second pet food bank at their location. Our focus is the area encompassing a 10-mile radius within the Sisters School District; that has an estimated population of 10,000+. Although our focus is the Sisters area, we also receive and approve requests for free spay/neuter sponsorships from Bend, Redmond and LaPine. There is a core group of approximately 10 volunteers. No individual is paid a salary for his or her time by Furry Friends Foundation. The three board members are Kiki Dolson, Marcy Kuhlman, and Jeannie Sandecki. (See attached roster.)

4. Primary Activities *(Of Note: An estimated 40% of the clients we serve are seniors living on a fixed income.)*

a. Free Spay & Neuter Sponsorships: Both dog and cat. With the closing of Bend Spay & Neuter last September we had to find a different program(s). Individuals still fill out a simple application form for sponsorship. We now have a partnership with the Rawley Project's FixBend program with surgeries performed on a monthly basis. We notify FixBend to add a family to the Furry Friends sponsorship list. The family then is assigned an appointment date and transports their pet. Vaccinations and chipping are also sponsored at that time. The Rawley Project then bills Furry Friends Foundation for the surgery and services. Secondly we offer spay/neuters through the SNAP program. Individuals on government assistance who qualify for the program purchase the SNAP voucher, we pay for the additional veterinary costs involved and reimburse the individual for the SNAP voucher if that cost is cause for financial hardship.

b. Vaccinations: We sponsor vaccinations primarily through the Rawley Project's FixBend low-cost vaccine clinics. Often the only thing keeping a family from licensing their dog is the expense of the rabies vaccine. So with this sponsorship, Furry Friends paves the way for them to license their pet.

c. Two Pet Food/Supply Banks: We maintain 2 pet food banks, one at the Furry Friends office and one at the Sisters Kiwanis Food Bank. We distribute approximately 2 tons of pet food monthly through the pet food banks. The pet food bank at the Furry Friends office also distributes pet supplies including but not limited to chews/treats, coats, leashes, harnesses, collars, toys, grooming supplies, bowls, shampoo, litter, beds and kennels. There are kennels to borrow for transport to spay/neuter clinics along with a Have-A-Heart trap for feral cats.

d. Financial Medical Assistance: The family fills out an application for medical assistance for their pet. Each application is evaluated on a case-by-case basis. Based on that evaluation and when appointments are available, the family is referred to Crooked Tails Veterinary Clinic in Prineville or Plateau Veterinary Clinic in Bend. If the family is unable to transport their pet out of the area, they are referred to one of the three veterinarians in Sisters. We work with Sisters Veterinary, Broken Top Veterinary and Black Butte Veterinary. We begin with a \$125 cap to cover the exam and any lab work or medicine prescribed. After the first visit we re-evaluate the level of sponsorship based on the pet's needs and family's ability to pay. We also offer sponsorships for pet euthanasia to families living in all of Central Oregon.

e. Misc. services - We handle many individual requests year 'round for a large variety of pet supplies, prescription or allergy diet pet food, to lost-and-found pet listings posted on our Facebook page. We work with several Central Oregon pet-related nonprofit groups to facilitate adoption and release of ownership.

5. Grant Program – “The Fix is FREE”

We will continue our successful spay/neuter program though 2022 with the campaign title of “The Fix is Free.” The campaign will be marketed through free announcements in the local newspaper, limited free newspaper advertising and some at a reduced rate. It will also be promoted heavily through social media primarily the Furry Friends Facebook page and other Central Oregon Facebook pet groups. Further promotion will include flyers attached to the pet food bags distributed at the pet food banks. Word of mouth has spread our message to the Bend, Redmond and LaPine areas. We do honor requests for free spay/neuter sponsorship for clients who live outside the Sisters community target area.

6. Program Impact

Continuing this program aids us in sponsoring free spay/neuter surgeries to families primarily in the Sisters area. An important part of the campaign is to educate and emphasize that an altered pet is a healthier pet. We also facilitate the trapping of feral cats in the Sisters area and sponsor their spay/neuter surgeries.

7. Outcome

We are confident we can continue to aid the Sisters community by reducing the numbers of unwanted and unplanned cat and dog litters. And, most importantly with this grant help families to keep their pets healthy, in their homes, and out of the crowded Central Oregon shelters.

We respectfully request a \$4,000 grant from Deschutes County. Thank you for your consideration.

INTERNAL REVENUE SERVICE
P. O. BOX 2508
CINCINNATI, OH 45201

DEPARTMENT OF THE TREASURY

07/20/2022 Item #13.

Date: **MAR 28 2012**

FURRY FRIENDS FOUNDATION
INCORPORATED
C/O KATHLEEN DOLSON
PO BOX 698
SISTERS, OR 97759-0698

Employer Identification Number:
45-2352228
DLN:
17053320354011
Contact Person:
PETER A ORLETT ID# 31436
Contact Telephone Number:
(877) 829-5500

Accounting Period Ending:
December 31
Public Charity Status:
170(b)(1)(A)(vi)
Form 990 Required:
Yes
Effective Date of Exemption:
May 16, 2011
Contribution Deductibility:
Yes
Addendum Applies:
No

Dear Applicant:

We are pleased to inform you that upon review of your application for tax exempt status we have determined that you are exempt from Federal income tax under section 501(c)(3) of the Internal Revenue Code. Contributions to you are deductible under section 170 of the Code. You are also qualified to receive tax deductible bequests, devises, transfers or gifts under section 2055, 2106 or 2522 of the Code. Because this letter could help resolve any questions regarding your exempt status, you should keep it in your permanent records.


Organizations exempt under section 501(c)(3) of the Code are further classified as either public charities or private foundations. We determined that you are a public charity under the Code section(s) listed in the heading of this letter.

Please see enclosed Publication 4221-PC, Compliance Guide for 501(c)(3) Public Charities, for some helpful information about your responsibilities as an exempt organization.

Letter 947 (DO/CG)

FURRY FRIENDS FOUNDATION

Sincerely,

A handwritten signature in black ink that reads "Lois G. Lerner". The signature is written in a cursive style with a large initial "L".

Lois G. Lerner
Director, Exempt Organizations

Enclosure: Publication 4221-PC

Letter 947 (DO/CG)



"Not all pets in need are homeless, some just need a helping paw."

www.furryfriendsfoundation.org | info@furryfriendsfoundation.org | EIN: 45-2352228
412 E. Main Ave., Ste. 4 | PO Box 1175 | Sisters, OR 97759 | 541-797-4023

"The Fix is Free" Campaign Budget 2022

With the closing of our spay/neuter partner clinic in September of 2021 we had a slow start in 2022. It took time to identify a new partnership for spay / neuter surgeries. Though still at a reduced rate from in office veterinary surgeries, our costs increased significantly per animal. We are estimating 40 spay / neuters for 2022.

Spay/Neuters Cost Estimate for 40 pets

Cat Male - \$75
Cat Female - \$95
Average Cost per Cat = \$85

Dog Male - based on weight of dog - average cost \$140
Dog Female - based on weight of dog - average cost \$163
Average Cost per Dog = \$152

Projected Cost for 40 pets (15 cats, 25 dogs)
Cats - \$1,275
Dogs - \$3,800
Total projected Campaign Cost = \$5,075

Total Estimated Cost =	\$5,075
Funding from...	
Deschutes Co. Grant award	< \$4,000 >
Furry Friends Foundation Contribution	< \$1,075 >
Balance	-0-

Average Cost to Deschutes County to spay/neuter 40 pets = \$100 per animal

Furry Friends Foundation, Inc.

412 E. Main, Ste. 4

PO Box 1175

Sisters, OR 97759

07/20/2022 Item #13.

Profit & Loss Statement

January 2021 through December 2021

5/17/22
9:39:10 AM

Income		
Donations	\$13,301.90	
Donation - In Memory	\$2,505.00	
Donations Online	\$4,596.09	
FB Network for Good	\$851.00	
Benevity Fund	\$95.60	
Fundraiser Sales	\$315.00	
Ray's Access Reward Card Funds	\$1,319.97	
Amazon Smile	\$308.54	
OBRC Bottle/Can Drive	\$10,800.00	
Grants other	\$5,000.00	
Roundhouse Grant	\$2,000.00	
Deschutes Co. Grant	\$2,434.00	
City of Sisters Grant	\$1,000.00	
Total Income		\$44,527.10
Cost of Sales		
Food / Treats / Beds & Toys	\$16,243.72	
Spay Neuter Vaccinations	\$4,515.00	
Veterinary Care	\$3,738.37	
Fundraisers	\$14.97	
Online & Fees	\$578.45	
Total Cost of Sales		\$25,090.51
Gross Profit		\$19,436.59
Expenses		
Office Supplies	\$467.59	
Office Equipment	\$199.96	
Software	\$179.88	
Postage & Shipping	\$187.40	
Fees, Dues & Subscriptions	\$10.00	
Promotion/Public Relations	\$87.34	
Liability Insurance	\$1,866.00	
State Corp Fees	\$100.00	
Bus. License	\$10.00	
Rent	\$1,950.00	
Telephone Verizon	\$1,732.15	
Equipment Dep Exp	\$289.98	
Total Expenses		\$7,080.30
Operating Profit		\$12,356.29
Other Income		
Other Expenses		
Net Profit / (Loss)		<u>\$12,356.29</u>

Furry Friends Foundation, Inc.

412 E. Main, Ste. 4

PO Box 1175

Sisters, OR 97759

07/20/2022 Item #13.

Balance Sheet

As of December 2021

5/17/22
9:37:26 AM

Assets			
Current Assets			
Cash On Hand			
Checking Account	<u>\$100,706.01</u>		
Total Cash On Hand		<u>\$100,706.01</u>	
Total Current Assets			\$100,706.01
Property & Equipment			
Buildings			
Equipment Org Cost	\$289.98		
Equipment Accum Dep	<u>-\$289.98</u>		
Total Buildings		<u>\$0.00</u>	
Total Property & Equipment			<u>\$0.00</u>
Total Assets			<u><u>\$100,706.01</u></u>
Liabilities			
Current Liabilities			
Accounts Payable		\$35.37	
Oregon Department of Justice		<u>-\$116.00</u>	
Total Current Liabilities			<u>-\$80.63</u>
Total Liabilities			-\$80.63
Equity			
Retained Earnings		\$77,186.23	
Current Year Earnings		\$12,356.29	
Historical Balancing		<u>\$11,244.12</u>	
Total Equity			\$100,786.64
Total Liability & Equity			<u><u>\$100,706.01</u></u>



412 E. Main Ave., Ste. 4
PO Box 1175 | Sisters, Oregon 97759
EIN: 45-2352228

Furry Friends Foundation Board of Directors:

Kiki Dolson, Executive Director
PO Box 1175
Sisters, OR 97759

Marcy Kuhlman, Director
891 S. Starry Skies Ct.
Sisters OR 97759

Jeannie Sandecki, Director
783 Greenridge
Sisters, OR 97759



BOARD OF
COMMISSIONERS

SPAY & NEUTER GRANT PROGRAM

Organization: Humane Society of Central Oregon

Project: Community Cat Program reduces the number of unsupported and/or unhealthy kittens, therefore reducing feral and free-roaming cat overpopulation.

Estimated impact/cost:

Average cost per cat surgery is \$52. Averaging 40 cats/month, average costs are \$2,240.

Dog Board 2022 funding recommendation: \$2,424

S&N Grants awarded in past five years:

2021	\$2,519
2020	\$2,569
2019	\$8,600

Deschutes County Spay and Neuter Grant Application 2022

A complete application will consist of the following:

1. This cover sheet, signed and dated.
2. Narrative responses to the questions which appear at the end of this document submitted on no more than three separate, single-sided, single-spaced pages.
3. Attachments as follows:
 - a. Proof of the organization's 501(c)(3) tax-exempt status in the form of a letter from the Internal Revenue Service (IRS).
 - b. An operating budget specific to the proposed program, project, or activity.
 - c. A financial statement that shows actual total revenue and expenditures for the most recently completed 12-month period.
 - d. A roster of the organization's current Board of Directors.

Submit the completed application electronically to laura.skundrick@deschutes.org no later than 5:00 p.m. on June 8, 2022. Late or incomplete applications will not be considered. Information or materials submitted instead of or in addition to those specifically requested in this application form will not be reviewed.

Contact Information

Organization Name Humane Society of Central Oregon

Address 61170 SE 27th Street

City Bend Zip Code 97702

Phone Number 541-241-3780 Alternate Phone Number 541-382-3537

Fax Number — Email Address becky@hsc.org

Website www.hsc.org

By signing below, I certify the following:

1. All information provided to Deschutes County in this application is correct.
2. I am authorized by the governing board of the stated organization to submit this grant application.
3. This organization is in good standing with the IRS and retains its official 501(c)(3) tax-exempt status.
4. This organization is located in Deschutes County.
5. Any proceeds from a grant award will be used in support of Deschutes County residents.

Print Name SCOTT BATES

Signature 

Title Vice President of Advancement

Date June 7, 2022

On a separate sheet(s), please briefly answer the following questions:

1. Describe the history of your organization.
2. State the mission of your organization.
3. Describe the leadership and structure of your organization.
4. Describe the primary activities conducted by your organization.
5. Describe the specific program, project, or activity that a Spay and Neuter grant would support, if awarded.
6. Describe how this program, project, or activity would positively impact the goal of promoting or expanding spay and neuter procedures.
7. Explain the anticipated outcomes of this program, project, or activity and describe how success will be measured.

Attach:

1. Proof of the organization's 501(c)(3) tax-exempt status in the form of a letter from the Internal Revenue Service (IRS).
2. An operating budget specific to the proposed program, project, or activity.
3. A financial statement that shows actual total revenue and expenditures for the most recently completed 12-month period.
4. A roster of the organization's current Board of Directors.

Humane Society of Central Oregon – 2022 Spay and Neuter Grant

Organization History

The Humane Society of Central Oregon (HSCO) began as the Deschutes County Humane Society in 1961, as an all-volunteer organization. 2022 marks our 61st year of service to the county.

In 1978, our former shelter was built by volunteers to be a temporary 10-year facility. The administration area was added on in 1983 thanks to a bequest. The crematory was a necessary addition in 1994.

Our current shelter was built in 2005 and encompasses more than 11,750 square feet. The original shelter was torn down to make room for our play yard.

In 2015, HSCO expanded and enhanced our cattery, creating additional space and more comfort for the cats and kittens while they wait to find their forever homes. We immediately saw a reduction in the time cats were at the shelter before being adopted, and an improvement in their playfulness and sociability.

We expanded the availability pet food to seven human food banks and homeless camps in the tri-county area in addition to shelter distribution. Additionally HSCO is exploring ways to create specialty clinics in outlying communities for companion animals of people in need.

Today HSCO serves 2,500 animals annually. Between the shelter facilities and the thrift store in Bend, HSCO has more than 50 employees and generates substantial economic activity in Deschutes County.

Mission

Our mission is to strengthen the human-animal bond by advocating and compassionately caring for pets and their people.

Leadership, Structure, and Board

Sabrina Slusser has been the CEO of the Humane Society of Central Oregon since March 2011 and has extensive experience in non-profit management. The management team consists of a Chief Veterinary Officer, Finance & Administration Director, Operations Director, Shelter Manager, Outreach Manager, Development Director, Volunteer Manager, Thrift Store Manager, and Foster Program Manager.

HSCO has a strong and active board, with a good mix of backgrounds and skills. They all have a love for animals and an interest in furthering the mission and good work of HSCO.

Primary Activities

HSCO serves companion animals and residents of Deschutes County by:

- Providing physical, medical, and behavioral care for thousands of abandoned, neglected and abused companion animals each year.
- Adopting companion animals into loving, responsible homes.
- Providing a lost and found reporting program.
- Reuniting missing pets with their people.
- Community Cat Program: providing vaccinations and spay/neuter surgery to reduce feral and free-roaming cat overpopulation.
- Serving as the Deschutes County Sherriff's and the City of Bend Police Dept. safe, stray pet holding and care facility.
- Serving as a dog licensing and renewal site. County cat ID tags available.
- Providing a Spay/Neuter Assistance Program for low-income families.
- Providing a pet food assistance program to pet owners in need. In 2021 HOPE helped families and pets by distributing more than 15,000 pounds of food through community partnerships, and helped over 727 families who came through our doors.
- Offering humane education programs to schools, organizations and at community events.
- Offering volunteer opportunities for adults, organizations, and community service youth programs.
- Providing full service private cremation of companion animals.
- Serving as a community service program for court mandated adult programs.

Specific Program or Project that Grant will Support

The Humane Society of Central Oregon's Community Cat Program spays or neuters hundreds of community cats every year, thereby reducing cat overpopulation by the thousands in Deschutes County. With the help of our community cat trapping volunteers HSCO is able to spay or neuter, vaccinate and return community cats to their outdoor home within 24 hours. The Humane Society of Central Oregon (HSCO) is one of very few animal welfare organizations providing community cat sterilization in Central Oregon.

HSCO typically performs at least twice monthly full-day clinics to alter, vaccinate, ear tip and perform minor medical care for community cats. Each full-day clinic typically offers care for up to 20 cats. We additionally see 1-3 community cats for this same service on varying days, as needed, for the volunteer trappers and for our invested community members.

Our community cat care is extremely beneficial to Central Oregon in reducing the number of unsupported and/or unhealthy kittens, reducing the burden of community cats on our wildlife, and reducing risk of disease, improving health for the individual cat and supporting our community members that love and care for these cats. This comes at an expense to HSCO. Each

community cat surgery costs \$52 on average for supplies and staff time. Vaccination for the cats adds an additional \$4 per cat. When averaging 40 cats per month, the total cost to HSCO monthly is \$2240.

Positive Impact on Goal of Promoting or Expanding Spay and Neuter Services

Additional funding will enable HSCO to perform critical Community Cat spay and neuter services in Deschutes County. An allocation of \$3,000 would allow us to alter and vaccinate 54 community cats – providing almost 1 ½ months of consistent support for our community.

The average litter size for a cat is 3-5 kittens. This grant will help us perform surgeries for 54 cats, reducing the number of unsupported kittens that will need care, services and homes. We hope that this concerted effort will reduce the number of future litters in community cats in Deschutes County.

Anticipated Outcomes and Measurement of Success

We anticipate being able to alter approximately 300 cats in the remaining seven months of 2022. A total count of surgical procedures will be recorded in our shelter software. Any additional medical support provided to these animals would be covered by HSCO’s grant and fundraising capabilities.

This program is well-established and welcomed in the community; funding through this grant will ensure 54 community cats are altered and unable to produce unsupported litters.

Operational budget specific to community cat spay and neuter clinics

Cost to spay or neuter and vaccinate one community cat	\$56 each
<u>Grant request</u>	<u>\$3,000</u>
\$3,000/\$56 = 54 altered community cats	

Internal Revenue Service
Planning & Special Coordination Staff
EP/EO Division - 6127
P.O. Box 2330
Los Angeles, CA 90053-2350

EP/EO Disclosure Desk
P.O. Box 2350 Los Angeles, CA 90053

HUMANE SOCIETY OF CENTRAL
OREGON SPCA
61170 SE 27TH ST
BEND, OR. 97702

Person to Contact:
Felicia C. Mirafior
Telephone Number:
(213)894-4292
Refer Reply to:
89-833
Date: MAR 31 1989

RE: 93-0616957
HUMANE SOCIETY OF CENTRAL
OREGON SPCA

Gentlemen:

This is in response to your request for a determination letter of the above-named organization.

A review of our records indicates that the above-named organization was recognized to be exempt from Federal income tax in February 1977, as an organization described in Internal Revenue Code section 501(c)(3). It is further classified as an organization that is not a private foundation as defined in section 509(a) of the code, because it is an organization described in section 170(b)(1)(A)(vi).

We are not however, able to provide you with a copy of the exemption letter at this time. The determination letter issued on February 1977 continues to be in effect.

If you are in need of further assistance, please feel free to contact me at the above address.

We appreciate your cooperation in this regard.

Sincerely,

Felicia C. Mirafior

Disclosure Assistant

Humane Society of Central Oregon
Profit & Loss
May 2021 through April 2022

12:37 PM
05/17/2022
Accrual Basis
May '21 - Apr 22

Ordinary Income/Expense

Income

4000 · Donation Income

4090 · Grant Income - UnRestricted	6,700.00
4091 · Grant Income - Restricted	42,349.00
4094 · Donations - Direct Mail	171,745.37
4095 · Donations - General	312,725.45
4096 · Donations - Stock	0.00
4097 · Donation-TS Roundup	3,617.64
4098 · Donations - Major Gifts	237,309.68
4100 · Donated Materials	91,546.20
4101 · Donated Auto-Lease Income	600.00
4900 · Sustainable Donor Pgm Donations	110,937.10
5100 · Donation - Estates	14,838.59

Total 4000 · Donation Income	992,369.03
-------------------------------------	-------------------

4000.1 · Program Service Revenue

4000.2 · Shelter

4002.2 · Services-Procedures-Cat (SH)	0.00
4010 · Adoption Fees	105,318.27
4012 · Boarding Fees	12,347.04
4013 · Boarding-City	63,420.00
4014 · Boarding-County	64,632.00
4021 · Cash/Over/Under	-5.25
4025 · County Land Contract	17,499.60
4035 · Exam Fee - Clinic Veterinarian	348.00
4060 · Cremation Services - Public	11,749.60
4061 · Cremation Services - City	609.40
4062 · Cremation Services-County	850.88
4065 · Cremation Services - Vets	91,273.45
4066 · License Fees-County	33,686.67
4080 · SNAP Vouchers Sold	10,464.00
4202 · Camp Income	5,265.00
4800 · Onboarding Fees	3,195.00
4999 · Other Income / Shelter Fees	16,130.71
5001 · Cell Tower Revenue	42,582.13

Total 4000.2 · Shelter	479,366.50
-------------------------------	-------------------

4000.3 · Sale of Inventory-Shelter

4070 · Pet Supplies/Accessories	6,168.20
---------------------------------	----------

Total 4000.3 · Sale of Inventory-Shelter	6,168.20
---	-----------------

	<u>May '21 - Apr 22</u>
4000.4 · Thrift Store	
4020 · Cash Over/Under	124.99
4195 · Ebay Sales	46,814.29
4196 · Ebay Shipping Income	11,014.08
4199 · Sale of Donated Items	1,075,800.49
4999.2 · Other Income	22,269.20
Total 4000.4 · Thrift Store	<u>1,156,023.05</u>
4000.5 · BSN	
4001.1 · Services-Procedure-Dog	25,712.00
4002.1 · Services-Procedures-Cat (BSN)	15,406.00
4003 · Procedure-Lab	2,610.00
4004 · Services-Vaccination	28,501.00
4005 · Services-Other Wellness	19,843.56
4009.7 · Snap Transfers	4,000.00
4023 · Cash Over/Under	-0.05
4999.7 · Other Income	525.00
Total 4000.5 · BSN	<u>96,597.51</u>
4000.6 · Fundraising Income	
4113 · Calendar	670.50
4200 · Special Events Income	20,143.15
4400 · Cycling Jersey Income	55.00
4425 · PupCrawl Event Income	16,683.67
4500 · Tuxes & Tails Event Income	173,222.06
Total 4000.6 · Fundraising Income	<u>210,774.38</u>
Total 4000.1 · Program Service Revenue	<u>1,948,929.64</u>
49900 · Uncategorized Income	
4999.9 · Other Income - PPP Forgiveness	347,407.00
49900 · Uncategorized Income - Other	0.26
Total 49900 · Uncategorized Income	<u>347,407.26</u>
Total Income	<u>3,288,705.93</u>
Gross Profit	<u>3,288,705.93</u>
Expense	
6000.1 · Expenses	
6000 · Adoption Expenses	5,734.13
6100 · Advertising Expenses	15,500.04
6121 · Auto Repair & Maintenance Exp	2,898.48
6122 · Auto-Fuel & Mileage Reimbursemt	5,080.11
6140 · Bad Debt Expense	1,476.00
6145 · Bank Fees/Credit Card Chg	40,123.37
6147 · PayPal / Ebay Processing Fees	4,462.63
6149 · Ebay Shipping Fees	11,048.43
6161 · Computer/ Consulting Expense	15,811.15

May '21 - Apr 22

6163 · Consulting & Tax Preparation	4,517.97
6166 · Copier Expense	5,082.98
6255 · Crematorium Expense	22,070.96
6319 · Depreciation Expense	119,776.82
6321 · Donated Materials Expense	91,546.20
6322 · Donated Auto-Lease Expense	600.00
6360 · Dues & Subscriptions	34,287.19
6385 · Education/Training	8,478.37
6470 · Equipment Rental Expense	542.25
6481 · Insurance Expense	45,477.53
6520 · Mortgage Interest Expense	6,600.75
6540 · Uniforms - Employee	506.38
6560 · Outside Services (Legal,Other)	59,554.69
6580 · Licenses & Fees	8,886.01
6583 · Materials for Resale	4,204.04
6585 · Materials & Supplies Expense	51,974.99
6590 · Clinic-Vaccine Expenses	16,921.04
6591 · Clinic - Tests	29,183.44
6592 · Clinic-Medication Expense	11,573.13
6593 · Clinic - Surgery Supplies	25,170.05
6594 · Clinic - Supplies	9,979.30
6595 · Miscellaneous Expenses	3,285.35
6596 · Camp Expenses	248.69
6597 · MicroChip Clinic Expense	3,018.91
6600 · Office Supplies Expenses	3,156.72
6686 · Payroll Wages	1,781,509.43
6687 · Payroll Taxes	156,949.94
6688 · Worker's Comp	7,298.40
6689 · Employee Benefits	138,303.04
6690 · IRA Match	33,024.93
6692 · Employee Bonus	24,940.14
6693 · Payroll Fees	7,732.68
6694 · Staff Appreciation Expense	3,902.33
6701 · Postage Expense	1,635.50
6702 · Printing Expenses	3,024.22
6750 · Rent Expense	19,631.61
6775 · Property Tax	3,158.34
6800 · Repairs & Maintenance	40,356.08
6820 · Security Monitoring Expenses	2,238.46
6825 · Storage Units Expense	915.30
6826 · SNAP Reimbursement	16,970.00
6835 · Major Gifts Exp	2,245.65

	<u>May '21 - Apr 22</u>
6841 · Direct Mailing Expense	80,811.28
6842 · Clinic Equipment	8,951.00
6844 · Travel / Lodging Expense	78.00
6847 · Board Related Expenses	1,476.45
6848 · Vet Reimbursement	3,403.72
6850 · Volunteer Appreciation Expenses	1,279.33
6860 · Telephone & Internet Expenses	20,447.82
6900 · Electricity Expense	34,620.78
6901 · Garbage Expenses	9,765.65
6902 · Natural Gas Expense	42,206.98
6903 · Water / Sewer Expenses	10,772.08
6906 · Web Work	3,325.00
6949 · Ebay Expenses	267.26
Total 6000.1 · Expenses	<u>3,130,019.50</u>
6000.2 · Fundraising Expenses	
6425 · PupCrawl Event Expenses	2,805.56
6500 · Tuxes & Tails Event Expenses	27,432.09
Total 6000.2 · Fundraising Expenses	<u>30,237.65</u>
Total Expense	<u>3,160,257.15</u>
Net Ordinary Income	128,448.78
Other Income/Expense	
Other Income	
5000 · Capital Campaign	83,000.00
5002 · Daisy Fund	87,603.83
5005 · Reinvested Dividends	137,860.55
5010 · Interest Income	1,555.15
5015 · Realized Gain(Loss)	25,396.34
5020 · UnRealized Gain (Loss)	-221,685.99
Total Other Income	<u>113,729.88</u>
Other Expense	
5148 · Brokerage Fees - Investments	22,734.14
5800 · Loss on Disposed Assets	21,190.86
Total Other Expense	<u>43,925.00</u>
Net Other Income	<u>69,804.88</u>
Net Income	<u><u>198,253.66</u></u>



HSCO Board of Directors June, 2022

Name	Board Role
Marla Hacker	President
Joey Drucker	Vice President
Ken Betschart	Treasurer
Mary Biehn	Secretary
Matthew Schiffman	Board Member
Tara Duncan	Board Member
Mario Riquelme	Board Member
Barb Cartmell	Vice President
Mike Flynn	Board Member
Emily Brick	Board Member
Grant Schultz	Board Member
Michael Hancock	Board Member
Ross Lundman	Board Member
Micky Kramer	Board Member
Louise Shirley	Board member

HSCO is a GuideStar Exchange Platinum Participant (www.guidestar.org)
 No goods or services were provided in exchange for this monetary donation. HSCO Tax ID: 93-0616957.
 61170 SE 27th St ~ Bend OR 97702 ~ 541.382.3537 ~ www.hSCO.org
Together, Hand and Paw, Changing Lives



**BOARD OF
COMMISSIONERS**

SPAY & NEUTER GRANT PROGRAM

Organization: The Rawley Project

Project: FIXbend offered through Companion Pet Clinic offers low cost spay/neuter, vaccination and microchip clinic, with the option to apply for FIXFunds for those experiencing hardships.

Estimated impact/cost:

Feline surgery cost averages \$85, canine surgery costs averages \$150. Deschutes County grant funds would be used to cover FIXFunds, reducing the cost to \$20-30 per surgery.

Dog Board 2022 funding recommendation: \$2,260

S&N Grants awarded in past five years:

None

Deschutes County Spay and Neuter Grant Application 2022

A complete application will consist of the following:

1. This cover sheet, signed and dated.
2. Narrative responses to the questions which appear at the end of this document submitted on no more than three separate, single-sided, single-spaced pages.
3. Attachments as follows:
 - a. Proof of the organization's 501(c)(3) tax-exempt status in the form of a letter from the Internal Revenue Service (IRS).
 - b. An operating budget specific to the proposed program, project, or activity.
 - c. A financial statement that shows actual total revenue and expenditures for the most recently completed 12-month period.
 - d. A roster of the organization's current Board of Directors.

Submit the completed application electronically to laura.skundrick@deschutes.org no later than 5:00 p.m. on June 8, 2022. Late or incomplete applications will not be considered. Information or materials submitted instead of or in addition to those specifically requested in this application form will not be reviewed.

Contact Information

Organization Name The Rawley Project / FIXbend

Address 21337 Pelican Dr.

City Bend **Zip Code** 97701

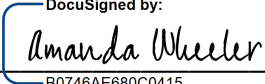
Phone Number 619-607-1163 **Alternate Phone Number** _____

Fax Number _____ **Email Address** amanda@therawleyproject.org

Website therawleyproject.org/fixbend

By signing below, I certify the following:

1. All information provided to Deschutes County in this application is correct.
2. I am authorized by the governing board of the stated organization to submit this grant application.
3. This organization is in good standing with the IRS and retains its official 501(c)(3) tax-exempt status.
4. This organization is located in Deschutes County.
5. Any proceeds from a grant award will be used in support of Deschutes County residents.

Print Name Amanda Wheeler**Signature** 
B0746AE680C0415...**Title** Executive Director, Founder**Date** 5/30/2022**On a separate sheet(s), please briefly answer the following questions:**

1. Describe the history of your organization.
2. State the mission of your organization.
3. Describe the leadership and structure of your organization.
4. Describe the primary activities conducted by your organization.
5. Describe the specific program, project, or activity that a Spay and Neuter grant would support, if awarded.
6. Describe how this program, project, or activity would positively impact the goal of promoting or expanding spay and neuter procedures.
7. Explain the anticipated outcomes of this program, project, or activity and describe how success will be measured.

Attach:

1. Proof of the organization's 501(c)(3) tax-exempt status in the form of a letter from the Internal Revenue Service (IRS).
2. An operating budget specific to the proposed program, project, or activity.
3. A financial statement that shows actual total revenue and expenditures for the most recently completed 12-month period.
4. A roster of the organization's current Board of Directors.

Deschutes County Spay and Neuter Grant Application 2022 for FIXbend

Meet Chloe, a sweet and quiet 7 year old charcoal gray poodle mix who had been living with her mom outdoors and at shelters for quite some time. FIXbend was contacted by a caseworker who had been working with Chloe's mom to help her find affordable housing here in Deschutes County. Soon Chloe and her mom would be able to have a place to call home; however, getting Chloe spayed was one of the final requirements in being able to achieve this goal. Since Chloe is older, pre surgical bloodwork was recommended prior to her surgery so along with her caseworker we arranged to have discounted pre-surgical blood work completed to ensure Chloe's safety during surgery. Private veterinary practice pricing was not within reach for Chloe's mom, however because of the low cost services that FIXbend offers, Chloe was able to get spayed, vaccinated and microchipped and her and her mom were able to move into permanent housing. We are so grateful to play a small part in their wonderful new chapter.

Our History: FIXbend was created out of pure necessity here in Deschutes County. FIXbend, a program of The Rawley Project, has identified an intense need in our community of Central Oregon due to the indefinite closure of HSCO's Bend Spay Neuter Program. There are currently no low cost spay, neuter, vaccination or wellness options available to the residents of Deschutes County. The animal population is spiking and preventable disease is on the rise due to a lack of accessible care. Prices have increased dramatically in the last 24 months and due to a lack of veterinary professionals in the area most private practices are booked out months in advance and also offer a price point that is out of reach for many residents, especially the low and fixed income segment. 8.1%¹ of our county population lives in poverty. With families in the "working poor" category there is an intense need and incredible demand for these services. FIXbend has executed 7 low cost spay, neuter and vaccine clinics in Bend, OR in the last 7 months. These clinics have served over 445 animals and we will continue these clinics monthly. The demand for these services is astounding, we have received over 670 appointment requests in the last 7 months.

Our Mission: The Rawley Project is a registered 501(c)3 non-profit animal protection and welfare organization that was created to help dogs that may be suffering from a life of cruelty, neglect and/or abandonment. Additionally, we strive to serve our community by providing protection and refuge for pets with humans in crisis and we work to provide affordable care to reduce the overpopulation of dogs and cats through our sterilization and wellness program, FIXbend. We strive to be transparent, collaborative, inclusive and progressive. We believe that together, we can make a difference.

Our Leadership: The Rawley Project and FIXbend is run by Executive Director and Founder, Amanda Wheeler. Amanda has over 5 years of experience in the animal welfare and nonprofit arena and has been a key employee in helping other local nonprofit organizations achieve success. She has served on the Board of Directors for the Humane Society of Central Oregon and has significant business and financial experience gained from being a financial planner with Morgan Stanley for 15 years. Because of her experience, she

¹ Data from <https://www.census.gov/quickfacts/deschutescountyoregon>

is able to ensure the financial sustainability and success of the organization. FIXbend is also led by one of the area's most highly regarded veterinary professionals, Dr. Byron Maas, who is the attending physician at each FIXbend clinic. Being one of the founding individuals of the Bend Spay Neuter Program (SNIP) many years ago, Dr. Maas has extensive knowledge providing care in a low-cost, high volume clinic environment. The Rawley Project's Board of Directors consists of Executive Director and Founder, Amanda Wheeler, President of the Board, Melissa Minor and Secretary, Anne Allen.

Our Activities: FIXbend is a low cost spay, neuter, vaccination and microchip clinic that is currently being offered monthly in Bend at Companion Pet Clinic Bend. We provide spay and neuter surgeries for dogs and cats along with the following dog and cat vaccinations; Rabies, DHPP, Lepto, Bordetella, Canine Flu, FVRCP and Feline Leukemia. We also offer microchips. We offer additional low cost services in tandem with spay/neuter such as hernia repair or teeth extractions. Additionally we offer a walk-in vaccination and microchip clinic. We are providing these services at a price that is far less than any private practice or nonprofit currently in Deschutes County. Private practices are charging between \$300 and \$1800 per spay or neuter surgery. We offer surgeries from between \$50 and \$175. We currently offer a \$25 discount to anyone who can show proof of being on government assistance. Attached are two quotes from local private practice veterinarians for a 30lb female dog. One is for \$1460, the other for \$1211. This pricing is clearly beyond the reach of the average Deschutes county resident.

Our Program: FIXbend works with other local nonprofit organizations such as C.A.M.P (Companion Animal Medical Project) and Furry Friends. In June we plan to offer 10 FREE surgeries to C.A.M.P pets. This is the first time we have been able to offer free surgeries but we cannot afford to continue to do so without this award. In addition to offering free or deeply discounted services to these organizations we would like to start a voucher program for community members in severe need called "FIXFunds." Those experiencing extreme hardship can apply for a portion of the cost of their spay/neuter, vaccines and microchip to be covered by "FIXFunds" by submitting an application to be reviewed by our selection committee. The application would include income and financial data along with a personal statement as to why the service is needed. If they are selected they would receive a "FixFunds" voucher for the animals in their household needing spay, neuter, vaccines and microchips along with an appointment at one of our clinics. We would use this award money to fund the "FIXFunds" voucher program.

- A \$10,000 award would cover approximately 114 surgeries for Deschutes county residents. See attached budget breakdown.

There is no other agency or organization in Deschutes county, at this time, directly providing these low cost services to the public and that includes our local humane society. This award will give us the ability to provide discounted or free services to our partner organizations and will also provide vouchers to residents experiencing extreme hardship.

Our Impact: Low and fixed income folks are who we like to serve however our clinics are open to the public and anyone can utilize our services. We currently offer discounts to those

on government assistance and as mentioned above, we partner with C.A.M.P to reach the unhoused population and Furry Friends to reach low income and unhoused folks in Sisters. Residents are able to access affordable care, which without this program they cannot otherwise afford. The more people and pets we can help the more positively we can impact the community. Being able to provide affordable spay/neuter, vaccines and microchips to our community will only positively affect both our two and four legged residents.

Our Outcome: This award will enable us to provide free or discounted services to C.A.M.P and Furry Friends and other community members in desperate need. We have a motivated team of volunteers and professionals already successfully executing monthly clinics. With plans to continue 1 weekend clinic a month, a conservative 75 animals monthly could be sterilized with the continuation of this program, which is 900 animals annually that would no longer be contributing to the excessive stray and pet population in Bend and Deschutes county. That doesn't include those taking advantage of our walk-in vaccine and microchip days. We track by spreadsheet the participants at each clinic by individual and organization and can provide numbers served.

Every \$1 spent on spay, neuter & preventing pet overpopulation saves municipal governments \$3 in animal control costs. FIXbend's partnership with Deschutes County is a win-win for the community.

Our Statistics:

- 448 surgeries performed.
- 540 vaccines given.
- 180 discounts given to folks on government assistance.
- 679 appointment requests.

From the community: "Thank you Thank You Thank You!!!! I think this service you provide is amazing. I will continue to donate when I am back on my feet so others may benefit!" -FIXbend Pet Parent.

Please watch our short video about what we bring to our community. Thank you for your time and consideration.

<https://youtu.be/1aMQkhKWdPI>

Amanda Wheeler
Founder & Executive Director



The Rawley Project
Statement of Activity - FIXBend
May 2021 - April 2022

	Total
Revenue	
3000 Donations, grants & support	
3200 Restricted Donations	
3203 FIXBend Spay & Neuter	28,772.00
Total 3200 Restricted Donations	\$ 28,772.00
3600 Program Service Revenue	
3610 FIXBend Program Revenues	17,889.10
Total 3600 Program Service Revenue	\$ 17,889.10
Total 3000 Donations, grants & support	\$ 46,661.10
Total Revenue	\$ 46,661.10
Cost of Goods Sold	
4000 PRG - Program Expenses	
4200 PRG - FIXBend Spay & Neuter	4,783.22
4205 PRG - Supplies	5,909.47
4210 PRG - Vet Care	10,248.03
4220 PRG - Location Fees	2,031.23
Total 4200 PRG - FIXBend Spay & Neuter	\$ 22,971.95
Total 4000 PRG - Program Expenses	\$ 22,971.95
Total Cost of Goods Sold	\$ 22,971.95
 Program Net Revenue	 \$ 23,689.15

Tuesday, May 17, 2022 03:23:30 PM GMT-7 - Accrual Basis

With a \$10,000 award from Deschutes County, 114 intact pets will be sterilized.

	Current FIXbend Price	Current FIXbend Price w/proof of Gov't assistance
Feline Spay	\$95	\$70
Feline Neuter	\$75	\$50
Canine Spay > 80lbs	\$150	\$125
Canine Spay < 80lbs	\$175	\$150
Canine Neuter > 80lbs	\$125	\$100
Canine Neuter < 80lbs	\$150	\$125

Proposed cost to public w/FixFunds Award	FixFunds used to subsidize
\$20	\$50
\$20	\$30
\$30	\$96
\$30	\$120
\$30	\$70
\$30	\$155

\$87 Average amount of FixFunds used per surgery

\$10,000 Award from Deschutes County
10,000/87 Approx 114 in need animals will be spayed and neutered.

Redmond Veterinary Clinic

www.redmondvetclinic.com
Drs. Nitschelm, Clark, Terry & Neely
1785 NW 6th St
Redmond, OR 97756-1299
(541) 548-1048

11/9/2021

Page 1 / 2

Jay
PO

Madras, OR 97741

Client ID: 29247
Estimate ID: 53795
Expiration Date: 1/8/2022
(206) 601-3180
barott.jay@gmail.com

Patient ID: 57912 Species: CANINE Weight: 14.00 pounds Sex: Female
Patient Name: DOB: [REDACTED] Breed: AUSSIE, MINI/TOY Birthday: 10/16/2020

	Description	Staff Name	Low Qty.	Low Amount	High Qty.	High Amount
11/9/2021	ESTIMATE ALTER	CLIENT	1.00	\$0.00	1.00	\$0.00
11/9/2021	BRIEF PRESURGICAL EXAMINATION		1.00	\$0.00	1.00	\$0.00
11/9/2021	PRESURGICAL BLOOD SCREEN		1.00	\$108.45	1.00	\$108.45
11/9/2021	Preanesthetic Sedation		1.00	\$0.00	1.00	\$0.00
11/9/2021	Preanesthetic Sedation		1.00	\$32.00	1.00	\$44.80
11/9/2021	Antinausea Medication		1.00	\$0.00	1.00	\$0.00
11/9/2021	Antinausea Injection		1.00	\$4.10	1.00	\$14.35
11/9/2021	Antiinflammatory Injection		1.00	\$0.00	1.00	\$0.00
11/9/2021	Antiinflammatory Injection		1.00	\$2.21	1.00	\$7.74
11/9/2021	Ampicillin Injectable		1.00	\$1.03	1.00	\$2.06
11/9/2021	IV CATHETERIZATION		1.00	\$147.50	1.00	\$147.50
11/9/2021	IV Catheter		1.00	\$3.25	1.00	\$6.50
11/9/2021	Male Adapter Plug		1.00	\$3.85	1.00	\$3.85
11/9/2021	Venaset regular (15 drops)		1.00	\$10.10	1.00	\$13.13
11/9/2021	Phylite Injection ph 7.4 1L Bag		1.00	\$17.46	1.00	\$17.46
11/9/2021	Induction Agent		1.00	\$0.00	1.00	\$0.00
11/9/2021	Induction Agent		1.00	\$6.00	1.00	\$7.50
11/9/2021	Avagard Surgical Hand Sanitizing		1.00	\$5.00	1.00	\$5.00
11/9/2021	Surgical Mask		1.00	\$2.15	1.00	\$2.15
11/9/2021	Surgical Cap(s)		1.00	\$0.36	1.00	\$0.72
11/9/2021	Surgical glove 7		1.00	\$3.15	1.00	\$9.45
11/9/2021	Surgical gown XL		1.00	\$34.75	1.00	\$34.75
11/9/2021	Small Surgical Kit		1.00	\$33.50	1.00	\$50.25
11/9/2021	Scalpel Blade #10		1.00	\$1.50	1.00	\$2.25
11/9/2021	SMALL DOG SPAY		1.00	\$413.00	1.00	\$413.00
11/9/2021	ENDOSCOPIC INSTRUMENT USE FEE		1.00	\$274.00	1.00	\$328.80
11/9/2021	TRANQUALIZATION REVERSAL		0.00	\$0.00	1.00	\$57.15
11/9/2021	LASER THERAPY		0.00	\$0.00	1.00	\$56.00
11/9/2021	NAIL TRIM COURTESY		1.00	\$0.00	1.00	\$0.00
11/9/2021	COURTESY EAR EXAM		1.00	\$0.00	1.00	\$0.00
11/9/2021	Analgesics		1.00	\$50.00	1.00	\$87.50
11/9/2021	COURTESY HOSPITALIZATION		1.00	\$0.00	1.00	\$0.00
11/9/2021	Surgical Site Protection		1.00	\$16.00	1.00	\$40.00

Low Subtotal:	\$1,169.36	High Subtotal:	\$1,460.36
Low Total:	\$1,169.36	High Total:	\$1,460.36



1689 SW Hwy 97
 Madras, OR 97741-9262
 (541)475-7226

Diagnostic and Treatment Plan: OHE - K9 adult, medium

Jay Barott (# 429)
 Madras, OR 97741

Home/Primary Phone: () -
 Work Phone: () - ext:

Nov 10, 2021

Treatment Plan

7240

Dolly (# A)
 Species: Canine
 Sex: Female
 Age: 1 year old
 Breed: Mini-Aussie
 Coat Color: (None)
 Rabies Tag Number:

Bordetella Vaccination:
 Distemper-Parvo-A2P Combo Vacc:
 Flu vaccine, canine:
 Heartworm Test (ELISA), Annual:
 Intestinal & Heart Worm meds:
 Leptospira Vaccination:

Code	Description	Low Qty	High Qty	Low Price	High Price
5061	Presurgery Exam (included)	1.00	1.00	\$ 0.00	\$ 0.00
7007	Draw Blood Sample	0.00	1.00	\$ 0.00	\$ 11.45
2125	Nail Trim W/ Other Service	1.00	1.00	\$ 0.00	\$ 0.00
2137	Ear Exam W/ Other Services	1.00	1.00	\$ 0.00	\$ 0.00
2075	Injection Fee(s)	1.00	2.00	\$ 38.65	\$ 77.30
8283	Torbugesic 10mg/mL	0.30	0.30	\$ 8.10	\$ 8.10
2008	Hosp/cage Fee: Courtesy	1.00	1.00	\$ 0.00	\$ 0.00
2090	IV Catheterization/Hosp.	0.00	1.00	\$ 0.00	\$ 84.00
2091	IV Fluid Therapy 1st Liter	0.00	1.00	\$ 0.00	\$ 114.00
2079	Microchip Implanting & Registration	0.00	1.00	\$ 0.00	\$ 50.50
9969	Meloxicam Injectable/mL	0.00	1.10	\$ 0.00	\$ 19.20
7035	Bloodwork: Cell Count/ 6-chemistries	0.00	1.00	\$ 0.00	\$ 98.00
5020	Ovariohysterectomy: Med Canine	1.00	1.00	\$ 185.00	\$ 185.00
5060	Surgeon Time - gastropexy	0.00	20.00	\$ 0.00	\$ 166.00
4050	Gas Anesth.: Addl Time - gastropexy	0.00	20.00	\$ 0.00	\$ 37.80
2070	Injections w/ Hosp - Cerenia, pexy	0.00	1.00	\$ 0.00	\$ 15.80
3372	Cerenia 16mg/4tabs - pexy	0.00	1.00	\$ 0.00	\$ 52.25
3374	Cerenia Inj/cc - gastropexy	0.00	2.00	\$ 0.00	\$ 30.94
1137	Meloxicam tablets 7.5mg	10.00	10.00	\$ 14.50	\$ 14.50
3420	Rabies Vaccine 1-Year (canine)	1.00	2.00	\$ 26.75	\$ 53.50
1000	DA2LP-Parvo-Corona Vacc.Annual	1.00	2.00	\$ 39.30	\$ 78.60
3884	Kennel Cough Vx, K-9 ORAL	1.00	2.00	\$ 36.50	\$ 73.00
1056A	Flu vaccine 1 of 2, canine	1.00	1.00	\$ 42.00	\$ 42.00

Total for Dolly: \$ 390.80 \$ 1,211.94

Total Invoice: \$ 390.80 \$ 1,211.94

Dr Steven Nitschelm

The Rawley Project Board of Directors

President: Melissa Minor mminor99@hotmail.com
Secretary: Anne Allan sunshineanne22@gmail.com
Director: Amanda Wheeler amanda@therawleyproject.org



Department of the Treasury
Internal Revenue Service
Tax Exempt and Government Entities
 P.O. Box 2508
 Cincinnati, OH 45201

THE RAWLEY PROJECT
 C/O AMANDA WHEELER
 21337 PELICAN DR
 BEND, OR 97701

Date:
07/19/2021

Employer ID number:
86-2306556

Person to contact:
 Name: Customer Service
 ID number: 31954
 Telephone: 877-829-5500

Accounting period ending:
December 31

Public charity status:
509(a)(2)

Form 990 / 990-EZ / 990-N required:
Yes

Effective date of exemption:
February 26, 2021

Contribution deductibility:
Yes

Addendum applies:
No

DLN:
26053484003131

Dear Applicant:

We're pleased to tell you we determined you're exempt from federal income tax under Internal Revenue Code (IRC) Section 501(c)(3). Donors can deduct contributions they make to you under IRC Section 170. You're also qualified to receive tax deductible bequests, devises, transfers or gifts under Section 2055, 2106, or 2522. This letter could help resolve questions on your exempt status. Please keep it for your records.

Organizations exempt under IRC Section 501(c)(3) are further classified as either public charities or private foundations. We determined you're a public charity under the IRC Section listed at the top of this letter.

If we indicated at the top of this letter that you're required to file Form 990/990-EZ/990-N, our records show you're required to file an annual information return (Form 990 or Form 990-EZ) or electronic notice (Form 990-N, the e-Postcard). If you don't file a required return or notice for three consecutive years, your exempt status will be automatically revoked.

If we indicated at the top of this letter that an addendum applies, the enclosed addendum is an integral part of this letter.

For important information about your responsibilities as a tax-exempt organization, go to www.irs.gov/charities. Enter "4221-PC" in the search bar to view Publication 4221-PC, Compliance Guide for 501(c)(3) Public Charities, which describes your recordkeeping, reporting, and disclosure requirements.

Sincerely,

Stephen A. Martin

Stephen A. Martin
 Director, Exempt Organizations
 Rulings and Agreements

Letter 947 (Rev. 2-2020)
 Catalog Number 35152P

**Deschutes County Spay and Neuter Grant Program
FY 2022 Funding Recommendations**

Organization	Location	Funding focus	Project Description	Recommendation
Companion Animal Medical Project (CAMP)	Bend, with clinics around in Bend and Redmond	Companion animals of people experiencing houselessness or significant financial distress	Coordinate s/n services through monthly clinics, which currently provide wellness exams, immunizations, and preventative care.	\$2,161
Ember's Wildflower Animal Sanctuary	Redmond	Rabbits in Sanctuary's custody	Each rabbit is s/n prior to its adoption, at the only rabbit sanctuary in Central Oregon.	\$2,032
Furry Friends Foundation	Sisters; honors requests for s/n sponsorship for clients living in Bend, Redmond and La Pine areas	Dogs and cats of families in financial hardship	Sponsor and promote "The Fix is FREE Program" s/n procedures; educating around benefits of s/n, and facilitating s/n or feral cats in Sisters.	\$2,123
Humane Society of Central Oregon	Bend	Cats within Central Oregon	Community Cat Program averages s/n for 40 cats/month, reducing the number of unsupported and/or unhealthy kittens in community. Monthly cost to HSCO is \$2,240.	\$2,424
The Rawley Project	Bend	Dogs and cats for people experiencing hardships. Also provides services for groups such as CAMP and Furry Friends	FIXbend offered through Companion Pet Clinic offers low cost s/n, vaccination and microchip clinic.	\$2,260
Total				\$11,000