

**APPROVED BY ORDER #04-23- XXX**

**MINUTES OF THE  
LINCOLN COUNTY BOARD OF COMMISSIONERS  
HYBRID MEETING OF April 5, 2023, at 10:00**

**This meeting was audio and video recorded and a link is available at  
[co.lincoln.or.us/meetings](https://co.lincoln.or.us/meetings)**

**I. CALL TO ORDER**

Chair Jacobson called to order the regular session of the Lincoln County Board of Commissioners.

**II. ROLL CALL - ESTABLISHMENT OF A QUORUM**

- A. Present at the meeting were Commissioner Hall, Commissioner Miller, and Chair Jacobson. A quorum was established.

**III. RECOGNITION/PROCLAMATION**

**A. Employee Recognition:**

- i. Casey Miller, BOC-15 years of service
- ii. Diane Killian, Clerk's Office-10 years of service
- iii. Zeth Allen, Community Justice-5 years of service
- iv. Kelley Besterfield, HHS-5 years of service
- v. Yvonne McEwan, HHS-5 years of service

**B. Introduction of New Employees:**

- i. Meg Hawes; Legal Support; District Attorney's Office
- ii. Jane Hoffman; Contract Employee; Sheriff's Office (not present)
- iii. Shelley Kleinschmidt; Communications Coordinator & PIO; Health and Human Services Department
- iv. Jesus Landa; DA's Office; Legal Support (hired in February)
- v. John Werder; Transit; Transit Driver (hired in February)

**C. Resolution #23-05-04A - Proclamation for Child Abuse Awareness and Prevention Month – Presented by Paul Schrader, Executive Director of the Children's Advocacy Center of Lincoln County, and Shannon Ingersoll D2L Prevention Specialist.**

Commissioner Hall read the proposed proclamation aloud. Executive Director Schrader and Prevention Specialist Ingersoll shared information about the Children's Advocacy Center of Lincoln County and the work that they do. They answered several questions from the Board. Commissioner Miller moved to proclaim April 2023 as "Child Abuse Awareness and Prevention Month" in Lincoln County. Commissioner Hall seconded. Motion carried.

**IV. ADOPTION OF CONSENT CALENDAR**

Chair Jacobson requested a motion to adopt the consent calendar as presented. Commissioner Hall motioned to adopt; Commissioner Miller seconded. Motion carried.

**A. Minutes of Board of Commissioners Meeting**

- i. Order #04-23-116 - Meeting Minutes (March 15, 2023)

**B. Commission Appointments and Resignations**

**C. License Applications or Renewals**

**D. Tax Foreclosure, Right-of-Way, Sales and Deeds**

**E. General Budget Resolutions**

**F. Acting as Governing Body of County-Wide Service Districts**

**G. Documents and Recording Matters in the Commissioners Journal**

- i. Order #04-23-097 - Amendment Between Summit Public Relations Strategies - HHS
- ii. Order #04-23-098 - Notice of Termination of Contract – ICONIPRO
- iii. Order #04-23-099 - Contract for Employment Services – Jane Hoffman
- iv. Order #04-23-100 - OCHIN Statement of Work #13258 Dragon Add-on
- v. Order #04-23-101 - MOU Between Lincoln County Sheriff's Office and Phoenix Wellness Center
- vi. Order #04-23-102 - LC Contract with GroundFX for 117 N. Yodel Ln, Otis
- vii. Order #04-23-103 - Employment Agreement with Niesa Chastain
- viii. Order #04-23-104 - OHSU Core Service Agreement
- ix. Order #04-23-105 - Interface Agreement OCHIN and Labcorp for LCHC Waldport
- x. Order #04-23-106 - County ASA Plan - OHA Approval Notification & Recording of ASA Plan
- xi. Order #04-23-107 - OCHIN Statement of Work #13436
- xii. Order #04-23-108 - Dept. of Land Conservation and Dev. Extension Grant Agreement #PSM-23-003
- xiii. Order #04-23-109 - Hallmark Room Rental Agreement – HHS All-Staff Meeting

**H. Execution of Documents**

- i. Tracking #04.05.2023 Hi - Grant Contract – HMAG 5327-15 Generator – Fuel Tank at Highland Tower Site
- ii. Order #04-23-110 - ARPA Amendment
- iii. Resolution #23-05-04B - Declaring Certain Property to be Surplus
- iv. Order #04-23-111- Proposal for Communication Strategy for Lincoln County, Summit PR Strategies, LLC
- v. Tracking #04.05.2023Hv - Amendment to IGA for Financing Community Developmental Disabilities Program Services
- vi. Order #04-23-112 - Deed: Re-purchase King
- vii. Tracking #04.05.2023 Hviia - Crowley Creek Bridge (Three Rocks Road) ODOT IGA, and Tracking #04.05.2023 Hviib - North Beaver Creek Bridge (North Beaver Creek Road ODOT IGA
- viii. Order #04-23-113 - Supportive Housing Conditional Award Approval for LCHHS
- ix. Order #04-23-114 - Lincoln Comm Health Center Quality Management Plan 2022-2024
- x. Tracking #04.05.23 Hx – 14<sup>th</sup> Amendment to OHA 2021-2023 IGA for the Financing of Public Health Services
- xi. Tracking #04.05.23 Hxi – Agreement Between LCHHS and Housing Authority of Lincoln County
- xii. Tracking #04.05.23 Hxii – Amendment to State of OR IGA #177801-1 – BHRN Grant Activities

**V. PUBLIC HEARING**

**A. FY 22-23 HHS Budget Adjustment – Jayne Romero, HHS Director and Christina Shearer, Finance Director**

Health and Human Services (HHS) has made several operational changes and has been awarded several new funding sources since the adoption of the FY 2023/23 budget. The Behavioral Health Division has been awarded grants and supplemental funding totaling over four million dollars which is over 10% of the original FY 22/23 budget. The other three funds in HHS also have budget adjustments requested. Public Health previously provided services related to State Wildfire Funding, but this program began to be managed by the Developmental Disabilities Division earlier this year. This budget request allows for the transfer of funds and expenses from Public Health to Developmental Disabilities. Additionally, Public Health and the Lincoln Community Health Center budget adjustments request transfers in from Behavioral Health for BHRN related services in their respective divisions. All divisions in Health and Human Services also needed adjustments to their fund balances as part of the fund balance true up process. Finance Director Shearer introduced the subject and reminded the Board that this would not be the final adjustment for this year.

Chair Jacobson opened the public hearing at 10:23. No online or public comment was presented. Commissioner Jacobson closed the public hearing at 10:24. This budget adjustment will be presented on the consent calendar for adoption at the May 19 regular Board of Commissioners meeting.

**VI. DECISION/ACTION**

**A. Lincoln County Administrative Policy and Procedure: Bilingual Pay, Updates – Presented by Jayleen Cook, Assistant HR Director**

Assistant HR Director Cook appeared virtually to explain proposed changes to this policy. HR worked with Health and Human Services leadership and an Equity Coordinator to revise sections that were negatively impacting bilingual staff. Changes included removing the list of bilingual staff from the website, adding Mam to the approved language list, and increasing the stipend amounts.

This matter will come back under the consent calendar at the next regular Board of Commissioners meeting on April 19, 2023.

**VII. DISCUSSION/INFORMATION**

**VIII. REPORTS**

**A. County Assessment Function Funding Assistance Grant – Presented by Joe Davidson, County Assessor**

County Assessor Davidson walked the Board through the grant application, gave a brief history of the grant, and discussed two House bills in process. This matter will be brought back under the consent calendar at the next regular meeting of the Board of Commissioners on April 19, 2023.

**B. Commissioners Reports**

Commissioner Hall reported on the local housing status. She stated that the Housing Stability Council is expected to approve \$1.6m for housing. If approved, this would include a community of

twelve tiny homes on property donated by Coast Vineyard Church in Lincoln City. These homes would be made available to low-income applicants, with first priority given to wildfire survivors. NW Coastal housing would purchase, place, and manage the units. They expect to be leasing by end of 2023.

Commissioner Jacobson reported that she attended a group lunch with Governor Kotek recently. Discussions centered around Lincoln County activities. The Governor specified that the reason Lincoln County was excluded from the Emergency Declaration Due to Homelessness was that our data did not fit the criteria.

#### **IX. PUBLIC COMMENT**

Chair Jacobson called for public comment.

There were no written comments online.

There were no live comments online.

There were no in-person comments.

#### **X. EXECUTIVE SESSION**

**Adjourned into Executive Session at 11:00 a.m.**

**Returned to regular session at 11:04.**

- A. Order #04-23-115** - Commissioner Hall moved to approve the purchase of 224 N. Yodel Lane in Otis for \$450,000 for wildfire survivors. Chair Jacobson seconded. Motion carried.

#### **XI. ADJOURN**

Chair Jacobson adjourned the meeting at 11:05 am.

#### **OTHER SCHEDULED MEETINGS AND APPOINTMENTS OF THE BOARD**

- Monday, April 10, 2023 – 10:00 a.m. – Office Staff Meeting - Hybrid
- Wednesday, April 19, 2023 – 10:00 a.m. – Board of Commissioners– Hybrid

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