



## Board of Directors

### Agenda

Monday, March 12, 2010  
10:30 a.m.

Local Government Center, Room 113  
1201 Court Street NE, Salem, Oregon

10:30 a.m.

#### 1. Call to Order

AOC President Steve Grasty

- 1.1 Introductions
- 1.2 Agenda approval (**Action**)
- 1.3 Approval of Minutes of February 15, 2010 meeting (**Action**) *pages 3-5*

10:35 a.m.

#### 2. Financial Reports

Mike McArthur

- 2.1 Reports for period ending February 28, 2010 (**Action**) *under separate cover*
- 2.2 Reports for period ending March 31, 2010 (**Action**) *under separate cover*

10:45 a.m.

#### 3. Consider Appointments and Nominations

President Grasty & Mike McArthur

- 3.1 Business Partner Program Advisory Committee Appointments (**Action**) *page 6*
- 3.2 Oregon State Parks Advisory Board Nominee (**Action**) *page 7*
- 3.3 OSU Extension Transformation Task Force Appointments (**Action**) *page 8*
- 3.4 Ratify Oregon A&D Policy Commission Nominees (**Action**) *page 9*

#### 4. Development of AOC Farm Land Task Force (**Action**) *page 10*

Mike McArthur

#### 5. Other Business

President Grasty

#### 6. Adjourn

President Grasty

*Next AOC Board of Directors meeting – May 10, 2010 at Local Government Center*

**Scheduled AOC Board of Directors meetings for 2010**

*time of meetings to be determined, typically 1 p.m. following Legislative Committee meeting*

May 10

June 16

August 9 *morning meeting in Harney County*

September 13

October 11

December 13

**2010 AOC Spring Conference and semi-annual Membership Meeting at Riverhouse, Bend**

*Theme: Telling Your County's Story – June 14-16*

**2010 AOC Annual Conference at Hilton Eugene and Conference Center – November 16-18**

**Association of Oregon Counties  
Board of Directors**

**Monday, February 15, 2010  
2:30 p.m.**

**Local Government Center  
Salem, Oregon**

*Present: Judge Steve Grasty, Judge Pat Shaw, Commissioner Janet Carlson, Commissioner Barbara Briggs, Commissioner Linda Modrell, Commissioner Bill Hansell, Commissioner Tony Hyde, Commissioner Dan Shoun, Commissioner Nikki Whitty, Commissioner Annabelle Jaramillo, Commissioner Jay Dixon, Commissioner Bob Austin, Commissioner Jim Bernard, Commissioner Wayne Fording, Treasurer Laurie Steele, Administrator Ralph Wyatt*

*Via telephone: Commissioner Leslie Lewis, Commissioner Kathy George*

*Guests: Commissioner Alan Unger*

*Staff: Mike McArthur, Cara Fischer, Eric Schmidt, Laura Cleland, Mike Eliason, Scott Parker, Paul Snider, Morgan Cowling, Emily Ackland, Joann Hendrix*

President Steve Grasty called the meeting to order at 2:30 p.m.

***Agenda***

**Commissioner Tony Hyde moved to approve the agenda of February 15, 2010, seconded by Administrator Ralph Wyatt. Motion carried.**

***Minutes***

**Commissioner Jay Dixon moved to approve the minutes of January 11, 2010, seconded by Commissioner Annabelle Jaramillo. Motion carried.**

***Financial Reports***

Mike McArthur presented the financial statement for period ending January 31, 2010.

**Commissioner Nikki Whitty moved to accept the financial statement for period ending January 31, 2010, seconded by Commissioner Jim Bernard. Motion carried.**

***Personal Services Contracts Authority & Processes***

Mike McArthur asked the board to grant authority to the AOC executive director to enter into AOC personal services contracts up to \$5,000 and to let the executive director approve processes for entering into personal services contracts

Discussion ensued regarding personal services contracts that AOC has entered into in the past and how the executive director determines the need for such contracts. Mr. McArthur clarified that the AOC executive director now has authority to approve expenses up to \$5,000 without board approval.

**Mr. Wyatt moved to give the AOC executive director authority to (1) sign and execute personal services contracts up to \$5,000 and (2) approve processes for entering into personal services contracts, seconded by Commissioner Whitty. Motion carried.**

***Personal Services Contract with Gordon Fultz***

Mr. McArthur stated that AOC finds itself in need of specialized consulting services to advance its work with the Business Partner Program and the Oregon Department of Human Services (DHS).

**Commissioner Whitty moved to approve a personal services contract with Gordon Fultz for consulting services not to exceed \$18,000 for 2010. The contract is to be monitored by Mr. McArthur and regular reports on deliverables will be submitted by the contractor, seconded by Commissioner Hyde. Motion carried.**

***Contract with Sonoma County Water Agency***

Mr. McArthur explained that Sonoma County Water Agency (SCWA) participates in and staffs the North Coast Integrated Regional Water Management Plan (NCIRWMP), a stakeholder-driven collaboration among local government, watershed groups, tribes and interested partners in the north coast region of California. SCWA focuses on projects dealing with energy independence. Similarly, five southwestern Oregon counties – Coos, Curry, Douglas, Josephine and Lane - have recognized their common challenges and opportunities in the jobs and energy arenas. With the initial support of the Governor's Office and Oregon Solutions, the counties are working together to create a governance structure for an alliance called Southern Oregon Community Renewable Energy (SOCRE) to attract and stimulate the development of alternative energy and energy conservation projects.

This contract provides \$10,000 from SCWA to fund initial work to explore opportunities that exist from these similarities and the potential for working together on a bi-state strategy for the use of biomass for the generation of clean energy and other independent projects. The funding will reimburse AOC for Mike McArthur's and Emily Ackland's time as SOCRE staff.

**Commissioner Hyde moved to approve a contract with Sonoma County Water Agency (SCWA) for \$10,000 to support AOC staff work conducted for SOCRE, seconded by Mr. Wyatt. Motion carried.**

***Ratification of Pension Plan Amendment required by Federal Law Changes***

**Mr. Wyatt moved to ratify plan amendment to AOC's employee pension plan, seconded by Commissioner Hyde. Motion carried.**

***Bond Bank Program Proposal***

Cara Fischer introduced the concept of a Bond Bank Program at AOC. This service would benefit counties by providing more access to capital markets and secure lower cost capital financing. With AOC board approval, AOC would issue a request for proposals (RFP) and, given an acceptable proposal, contract with an investment firm to provide the bond bank service.

**Commissioner Hyde moved approval for AOC staff to issue a request for proposals for a bond bank service; further, any contract with an investment firm must be reviewed and approved by the board, seconded by Commissioner Modrell. Motion carried.**

***Ratify Appointments***

**Commissioner Jay Dixon moved to approve the appointment of Justice of the Peace Lise Yevarsi as Oregon Justices of the Peace Association (OJPA) representative to AOC, seconded by Commissioner Hyde. Motion carried.**

**Commissioner Dixon moved to approve the appointment of Commissioner Jim Bernard as Vice Chair of AOC Public Safety Steering Committee, seconded by Commissioner Hyde. Motion carried.**

***Resolution on Travel Related Practices***

Paul Snider explained that recent Oregon Government Ethics Commission staff opinions have authorized the practice of permitting employees' companions to accompany them on business travel and to permit employees to link business and personal travel, provided that it does not interfere with business and there is no extra expense to the employer. The ethics commission advises that this practice be designated as part of the compensation and benefits package of the employer. The resolution "Adding Certain Common Travel-Related Practices to the Employee Benefits Package" addresses these benefits and he advises the board to adopt the resolution as part of the AOC employee benefit package.

**Commissioner Hyde moved to approve the board resolution "Adding Certain Common Travel-Related Practices to the Employee Benefits Package" to clarify that the matters addressed in the resolution are part of the AOC employee benefit package, seconded by Mr. Wyatt. Motion carried.**

***Exclusive political polling information for Oregon's Gubernatorial Primary Election***

Mr. McArthur requested authorization to purchase polling research results for the May gubernatorial primary election from DRC Research. He said for approximately \$1,700 AOC will get the results on nine surveys – three surveys for the Democrat primary, three surveys for the Republican primary and three surveys of non-affiliated voters.

**Mr. Wyatt moved approval to purchase polling research results for the May gubernatorial primary election. Further, if staff finds the data useful to AOC members an analysis should be prepared and shared with members, seconded by Commissioner Hyde. Motion carried.**

Meeting adjourned at 3:45 p.m.

**Date:** April 12, 2010  
**To:** Board of Directors  
Association of Oregon Counties  
**From:** Mike McArthur, executive director  
**Subject:** Business Partner Program Advisory Committee Appointments

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**Requested Action:**

Revive the Business Partner Program Advisory Committee and appoint Commissioners Barbara Briggs, Tony Hyde, Bill Hansell, Jim Bernard and John Hatfield to committee membership. Further, appoint Commissioner Briggs as chair of the advisory committee.

**Background:**

The AOC Business Partner Program was established in 2007 to provide the private sector and non-profit organizations with the opportunity to develop relationships with county government counterparts through networking, meetings, conferences and special events AOC holds throughout the year. The benefits of an expanded Business Partner Program include enhanced visibility of county government and potential new revenue for the association. AOC recently added consultant assistance to grow the program. AOC staff and the consultant would benefit from regular input by the advisory committee. An advisory committee was formed in the early stages of program development and was involved in establishing Business Partners as a viable AOC entity.

**Date:** April 12, 2010  
**To:** Board of Directors  
Association of Oregon Counties  
**From:** AOC President Steve Grasty  
Mike McArthur, executive director  
**Subject:** State Parks Advisory Board Nominee

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**Requested Action:**

Nominate Willowa County Commissioner Susan Roberts to the State of Oregon Parks Advisory Board to represent eastern Oregon.

**Background:**

The Oregon Parks Advisory Board has two seats for county representation – one for eastern Oregon and one for western Oregon. Baker County Commissioner Fred Warner is stepping down as the eastern Oregon representative. At President Grasty’s request AOC staff asked, via e-mail, all eastern Oregon county judges and commissioners who would be willing to fill this vacancy. Of those who responded President Grasty recommends Commissioner Susan Roberts.

The board meets two to three times annually. One of its primary responsibilities is to recommend distribution of grant funds for local government park purposes. Lincoln County Commissioner Don Lindly represents western Oregon on the board.

**Date:** April 12, 2010  
**To:** Board of Directors  
Association of Oregon Counties  
**From:** Mike McArthur, executive director  
**Subject:** OSU Extension Service Transformation Task Force  
**Staff:** Laura Cleland, communications manager

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**Requested Action:**

Approve AOC appointments to the OSU Extension Service Transformation Task Force:

Commissioner Nellie Hibbert, Union County  
Commissioner Linda Modrell, Benton County  
Commissioner Susan Roberts, Wallowa County  
Commissioner Mark Labhart, Tillamook County  
Danny Jordan, Jackson County administrator

**Background:**

The Oregon State University Extension Service is undergoing a transformation due to declining revenue. Scott Reed, director of the Extension Service, and AOC President Steve Grasty agreed to appoint a joint task force to design the transformation. It was determined that AOC will appoint four or five members, one of which will represent the county administrators, to the task force. OSU will appoint a like number. The work of the task force will be completed by the end of December, 2010.

President Grasty asked the National Association of County Administrators – Oregon Chapter (NACA Oregon) to name an individual to represent county managers and administrators on the task force. NACA Oregon Chair John Latimer asked Danny Jordan to serve in this role for his colleagues.

**Date:** April 12, 2010

**To:** Board of Directors  
Association of Oregon Counties

**From:** AOC President Steve Grasty  
Mike McArthur, executive director

**Subject:** Nominees to Oregon Alcohol and Drug Policy Commission

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**Action Requested:**

Ratify AOC president's recommendation to the Governor's Office of Lincoln County Commissioner Bill Hall, Deschutes County Commissioner Tammy Baney, Clackamas County Commissioner Jim Bernard, Clackamas County Commissioner Ann Lininger and Grant County Judge Mark Webb for possible appointment to the Oregon Drug and Alcohol Policy Commission.

**Background:**

HB 3353, passed in the 2009 Oregon Legislative Session, eliminated the Governor's Council on Drug and Alcohol and established the Drug and Alcohol Policy Commission. The legislation established statutory members to the commission including a county commissioner and other county positions. The Governor initially appointed Multnomah County Chair Ted Wheeler. Chair Wheeler's recent appointment as state treasurer leaves the county commissioner seat open.

At its March 12 meeting, the AOC Human Services Steering Committee recommended that AOC nominate Commissioner Bill Hall to the Governor for consideration for the open seat. Commissioner Hall served on the commission's predecessor, the Governor's Council on Drug and Alcohol.

Following this action by the steering committee AOC staff spoke with the Governor's staff and learned that the Governor wished to have at least three nominees from AOC and that the nomination process was time-sensitive due to the commission's aggressive plan of work.

Subsequent to this directive from the Governor's Office, AOC staff sent an e-mail to all county judges and commissioners asking those who were interested in being named to the Drug and Alcohol Policy Commission to respond immediately. That call for interest resulted in five responses. The deadline set by the Governor for AOC's nomination was in advance of the April 12 meeting of the board. President Grasty nominated all five county officials who expressed interest in being appointed to the commission – Commissioners Hall, Baney, Bernard, Lininger and Judge Webb.

**Date:** April 12, 2010

**To:** Board of Directors  
Association of Oregon Counties

**From:** AOC President Steve Grasty  
Mike McArthur, executive director

**Subject:** Formation of Uses on Farm Land Task Force

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**Requested Action:**

Establish an AOC task force to review uses on farm land.

**Background:**

At the AOC 2009 fall conference a panel discussed new uses that are being established on farm lands. Some of the uses are specifically allowed by state statute and administrative rules. Some are allowed as they are in conjunction with farm use, while others find their way through the interpretation of local regulations, or simply happen. As a result of this discussion, the fact that many counties are faced with increasing concerns regarding nontraditional agricultural uses on farm land and the promotion of agricultural tourism in many areas of the state, AOC members requested that the association take a leadership role in addressing this delicate and complicated matter.

**Statement of Purpose:**

The Uses on Farm Land Task Force shall: 1) review current patterns use on farm land; 2) the impact and compatibility of agricultural tourism on farming operations and the farming community; 3) identify needed infrastructure needed to support of appropriate uses in agricultural areas; and 4) Develop recommendations to minimize conflicts.

**Time Frame and Reporting:**

The task force shall undertake its mission by the end of April and shall report its findings and recommendations to the AOC Legislative Committee in October, 2010.

**Task Force Membership:**

In addition to AOC members, task force membership will include legislators and representatives of the Department of Land Conservation & Development, Oregon Board of Agriculture, Oregon Board of Forestry, Department of Human Services, Oregon Department of Transportation and the Oregon Farm Bureau.

**Advisory Committee to the Task Force:**

Membership to be designated by task force chair and will include county planners, stakeholders and interested parties.