

MALHEUR COUNTY BUDGET BOARD MEETING

APRIL 26, 2016

The Malheur County Budget Board met with Judge Dan Joyce, Commissioner Don Hodge, and Commissioner Larry Wilson present; Budget Board Members present were Nancy Anthony, Richard Eiguren, and Ron Haidle; and Budget Officer Lorinda DuBois. Notice of the meeting was published in the Argus Observer.

Also present was Larry Meyer of the Argus Observer.

BUDGET MESSAGE

Judge Joyce gave the budget message: *Good Morning everyone, appreciate all of you coming and participating in our annual budget meeting and for those that came so far, and close, and have been here and volunteered. Especially thanks to Lorinda for making all the changes at the last minute. Appreciate Larry being here from the Argus; Don and Larry, Kim. We've had a lot of different issues this year go on; a lot of stress issues between the Canyonlands and transportation so we're all going to see that in this budget and I think probably now would be a good time for me to shut up and turn this over.*

BUDGET MEMBER - RON HAIDLE

Ron Haidle was asked to introduce himself as he was new to the budget board. Mr. Haidle has been in Malheur County since 1987 and he is currently the CEO and President of Malheur Federal Credit Union.

CHAIRMAN

By consensus, Nancy Anthony was appointed Chair of the Budget Board.

INFORMATION SERVICES (IS) DEPARTMENT

IS Director Frank Goble and IS Coordinator Josh Kreger met with the Budget Board and discussed Page 4 - Information Services; and Page 86 - IS Tech Fund. Materials & Services are the same as last year; the Cable One contract was renegotiated which resulted in an increased speed and a yearly monetary savings of approximately \$4000. All computer purchases are done through the IS Tech Fund; PC's are on a 4-year rotation; purchasing is done in bulk which results in lower prices. New firewalls for the Courthouse were purchased and a server for Justice Court was purchased from the IS Tech Fund. Mr. Goble explained that Justice Court needs a cooling unit for its server room and that cost will be split between IS and Justice Court. Page 4 - Information Services and Page 86 - IS Tech Fund was approved.

ONTARIO JUSTICE COURT

Justice of the Peace Marji Mahony met with the Budget Board and discussed Page 14 - Ontario Justice Court. The Revenue line was kept the same as last year; recent legislation increased speed limits in the County and it is unknown if that will have an effect on revenue. The Small Equipment proposed is for the cooling unit for the server room. Page 14 - Ontario Justice Court was approved.

GENERAL FUND NON-DEPARTMENTAL REVENUES

The Budget Board reviewed and approved Page 1 - Non-Departmental Revenue. This is revenue sources not tied to a specific department.

COUNTY COURT

The Budget Board reviewed Page 2 - County Court. Travel was increased for efforts related to the Owyhee Canyonlands Monument proposal; and the requested budget included moving the Executive Assistance position from .8 FTE (Full Time Equivalent) to 1 FTE.

ADMINISTRATIVE OFFICE

The Budget Board reviewed Page 7 - Administrative Office. The Office Supplies increase is for the Affordable Care Act forms and filing requirements. Page 7 - Administrative Office was approved.

WATERMASTER

The Budget Board reviewed and approved Page 35 - Watermaster.

LAW LIBRARY

The Budget Board reviewed and approved Page 49 - Law Library. This is a special dedicated fund and is managed by County Counsel.

TAYLOR GRAZING

The Budget Board reviewed and approved Page 53 - Taylor Grazing. This is a special fund and managed by an advisory board.

ONTARIO COMMUNITY LIBRARY

Ontario Community Library Director Darlyne Johnson met with the Budget Board and discussed Page 34 - Ontario Community Library. The library is requesting funding for Bookmobile services in the amount of \$6,000 for Bookmobile services outside the district's boundaries. The Budget Board approved transferring \$6,000 from Page 39 - Economic Development to the Ontario Community Library budget for Bookmobile services and approved Page 34 - Ontario Community Library.

HEALTH DEPARTMENT

Health Department Director Angela Gerrard and Nursing Supervisor Rebecca Stricker met with the Budget Board and discussed Pages 28-29 - Health Department; Page 30 - Medical Investigation; and Page 67 - Healthy Start.

Pages 28-29 - Health Department. The proposed budget is for one less RN than the requested budget. The department has had an RN vacancy since Ms. Gerrard moved from a staff nurse into the Director position in October 2015 (she was previously the Tobacco Prevention and Education Program Coordinator). Ms. Gerrard would like to have the position reinstated and filled; however efforts are underway to somehow absorb the responsibilities with existing staff.

Additionally, line-item 5-20-6601, Vaccine/Immunizations was significantly reduced in the proposed budget but should still be sufficient as the cost of the vaccines has not increased as

predicted. Ms. Gerrard also shared information on direct service programs and their increasing revenues; factors contributing to the increased revenues include: expanding contracts with more private insurers, effective billing staff, change in workplace culture that is more aware of screening for insurance coverage, and more people are insured with changes in the Affordable Care Act.

Page 30 - Medical Investigations - funds are for sheriff's deputy medical investigations and autopsies.

Page 67 - Healthy Start - this is a grant for the Healthy Families home visiting program. It is a regionalized program with three counties and Union County administers the grant.

Pages 28-29 Health Department, Page 30 - Medical Investigations, and Page 67 - Healthy Start were approved as proposed.

SWCD

Soil and Water Conservation District (SWCD) Director Linda Rowe met with the Budget Board. Ms. Rowe reviewed activities for the last year and thanked the County for its continued support. SWCD requested financial support in the amount of \$10,000. The Budget Board approved \$10,000 for SWCD with the funding to be taken from the Technical Assistance line-item in the Economic Development budget.

SREDA

SREDA (Snake River Economic Development Alliance) Executive Director Kit Kamo met with the Budget Board and requested funding for SREDA. Ms. Kamo reviewed various activities and projects of SREDA. SREDA's efforts are made possible by partnering with both public and private entities in Malheur County, and Payette and Washington Counties, Idaho; SREDA promotes and markets the region. SREDA works closely with various entities including the Extension Service, utility companies, and TVCC (Treasure Valley Community College) Business Center. Ms. Kamo stressed that SREDA's work is not a duplication of services with Malheur County's Economic Development Department. Ms. Kamo also provided a letter of support from Business Oregon. Ms. Kamo requested funding support from the lottery dollars the County receives for economic development uses; organizations are requested to support SREDA in the amount of \$1.00 per head, based on the 2010 census, with a cap of \$10,000 (Malheur County's amount would be more than \$10,000 but is capped at \$10,000). Ms. Kamo encouraged financial support and partnership with SREDA in an amount from \$1,000 to \$10,000.

EXTENSION SERVICE

Present for the Extension Service budget discussion was Extension Leader Stuart Reitz, Regional Administrator Carole Smith, and Extension District Advisory Board Members Reid Saito and Jeff Burkhardt. Mr. Reitz discussed Page 36 - Extension Service with the Budget Board. The County provides an Office Manager position at the Extension Service. Materials & Services requested was \$26,000; the proposed budget for Materials & Services is \$16,000. The County has supported the Extension Service in an amount of approximately \$26,000 for the last few years.

Clint Shock and Janet Jones joined the session.

Ms. DuBois explained that that she had reduced the Materials & Services budget by \$10,000 as the Extension Service also receives funds from the Service tax district and the Service District currently has a larger Contingency fund than the County general fund Contingency. Extension staff and advisory board members explained the Contingency is a result of initial staffing shortages the first 1 1/2 years after formation of the taxing District. There are no staffing vacancies now and funds are being fully utilized; the tax district is at its maximum rate and revenue does not increase as rapidly as personnel costs increase. The Contingency fund is needed to help offset future increases to personnel costs. The Service District funds 1.5 FTE, plus a part-time assistant position, at the Extension Office; and partially funds 3 positions at the Experiment Station.

The County Budget meeting was closed and the Malheur Agricultural Education Extension Service District budget meeting was opened. Notice of the budget meeting was published in the Argus Observer.

EXTENSION DISTRICT BUDGET MESSAGE AND BUDGET

Mr. Reitz presented the FY2016-2017 Budget Message from the Malheur County Agriculture Extension & Education Tax Service District Budget Advisory Board: *Please find attached the proposed 2016-2017 budget recommendations for the Malheur County Agriculture Extension & Education Tax Service District to support extension oriented work conducted by the OSU (Oregon State University) Extension Service and OSU Experiment Station in Malheur County. The budget advisory board met on February 25th to review the budget. The board was informed by the Malheur County Assessor's Office that the anticipated tax collection for the District would be \$375,428 for the 2016-2017 fiscal year, approximately 3.5% above the \$362,857 from the 2015-2016 year. We are anticipating a cash on hand balance at the end of the current budget year of approximately \$227,000. Cash on hand plus annual District revenues are anticipated to total \$602,428. We are using the \$375,428 anticipated tax collection figure for the annual budgetary projections and request.*

The advisory board subtracted out the shared administrative cost of \$5,000 (administrative fee) from the anticipated tax collection to come up with \$370,428 to be allocated between the two OSU programs in Malheur County. As in the past years, the board supports allocating half of the tax revenue to the Malheur Experiment Station to support extension related projects conducted by the Experiment Station, and one half of the revenues to the OSU Malheur County Extension Office. This amount would be \$185,214 for each of the programs.

Liability insurance for the service district is a line item in the budget (\$1750) and will be equally shared by Extension and the Experiment Station (\$875 each).

The Experiment Station obligates all other funds for personnel services (\$119,760) and payroll costs (\$64,578) for Extension related activities at the Experiment Station. This includes a faculty research assistant (65%), a weed control specialist (80%), and a senior biological science research technician (30%).

The other funds for the OSU Malheur County Extension Office will be allocated to Personnel Services (\$79,946), payroll costs (\$45,445) and Other Materials and Services (\$54,947). Personnel costs cover personnel costs for 1 crops agent (100%) and our "traditional" 4-H (50%), with the remainder funded through campus. Also included is funding for a summer 4-H assistant to help with the increased workload before and after fair. Other Materials and Services include day-to-day operating expenses, staff travel, and vehicle insurance deductibles of \$5,000 per vehicle, as required by OSU. Funds from the tax service district and the county general fund appropriation are combined to provide the operating budget for the Extension Office.

The Extension Office is also proposing a capital outlay to upgrade the office polycom system for video conferencing, at a cost of approximately \$4,000. OSU Extension is purchasing the equipment in bulk at a discounted cost for all extension offices.

Mr. Reitz answered questions from the Budget Board. Mr. Shock commented on the benefits of the tax service district and the importance of research at the Experiment Station in relation to the onion industry. Mr. Burkhardt and Mr. Saito also commented on the importance of the work of the Experiment Station and Extension Office.

The Budget Board approved the Extension Service Tax District Budget.

The Extension Tax District session was closed and the County Court budget session was reopened.

EXTENSION SERVICE

The Budget Board further discussed the Extension Service budget. Commissioner Hodge indicated he thought the proposed budget was adequate. The Budget Board approved Page 36 - Extension Service.

The meeting recessed for lunch.

Budget meetings resumed after lunch. The County budget meeting was closed and the ASD session was opened.

AMBULANCE SERVICE DISTRICT (ASD)

ASD Director Bob Dickinson met with the Budget Board and presented the ASD budget message:

ASD Budget Message FY 2016-2017

Malheur County ASD began its journey in 1990. Over the years, we have seen little growth and have faced many challenges. Our members are the foundation of the organization and we are committed to our members and the citizens of Malheur County. We recognize, and accept the responsibility as public servants extended to us when we serve others. We value the in-put from all members and rely on their creativity to move our organization forward. With the many opportunities come many responsibilities. Our focus of dedication is being resourceful, fiscally

responsible, and maintain a good relationship with the County Judge and Commissioners. We strive for clinical and operational excellence while maintaining outstanding customer service. In the beginning, we provided services to our customers with only three ambulances, one of which was the only ALS (Advanced Life Support) or paramedic unit that responded from Idaho. Since then, we have grown significantly to meet our ever-increasing need for pre-hospital medicine. Currently, we operate (4) ALS transport units and (4) BLS (Basic Life Support) or ILS (Intermediate Life Support) ambulances, and 3 QRU's (Quick Response Units), managing approximately 3000 plus calls for service each year, in a county that covers 9930 square miles and has a population of nearly 32,000 people. This is a difficult task to achieve, but this office and the cooperation of all the EMS (Emergency Medical Services) providers, has made us successful. As I've advised all the providers we will provide the best care possible. I continue to set the bar high and mediocrity will not be accepted.

Malheur County Ambulance Service District (MCASD) is an organization strongly committed to providing quality pre-hospital medical care to the citizens and visitors of our community. Our paramedics and EMTs (Emergency Medical Technicians) strive to serve the public in a manner second to none. Our core set of values includes Honesty, Integrity, Commitment, Accountability and Professionalism.

At Malheur County ASD, we are always preparing for the future. We are continuously faced with many changes and challenges, we take responsibility to stay abreast of our community's needs. A strong element of leadership with a vision for the future is our winning combination that will meet Malheur County's needs for years to come. We will always look forward to the challenges ahead.

Mr. Dickinson discussed the ASD budget with the Budget Board and answered questions.

The Budget Board approved the Ambulance Service District budget.

The ASD session was closed and the County Budget meeting was reopened.

TREASURER/TAX OFFICE

Treasurer Jennifer Forsyth met with the Budget Board and discussed Page 8 - County Treasurer/Tax. Added a phone line in the office so there is an increase in the Telephone line-item.

The Budget Board approved Page 8 - County Treasurer/Tax.

COURTHOUSE

Maintenance Supervisor Don Dalton met with the Budget Board and discussed Page 18 - Courthouse. Capital Outlay requested budget was for 5 projects: Juvenile Roof Re-coat; DDC Heating Controls; Wireless Panic Buttons; Monitor Generator System (recommended by State Fire Marshal); and Wheelchair Platform (tied to potential elevator construction project). The proposed budget includes funding for the Juvenile Roof Re-coat; Wireless Panic Buttons, and the Wheelchair Platform.

Mr. Dalton briefly explained a potential future project he is exploring that would convert the lighting in the jail to LED.

The Budget Board approved Page 18 - Courthouse as proposed.

COURT SECURITY; DRUG COURT; MEDIATION

Trial Court Administrator Kim Migliaccio met with the Budget Board and discussed Page 63 - Court Facilities Security; Page 64 - State Drug Court; and Page 65 - State Mediation.

Juvenile Department Director Susan Gregory joined the meeting.

Concerns with the Court Facilities Security continue as funds are still not coming in as fast as they are expended - costs are primarily wages. It may become necessary for the County to partner with the State for funding of the court security deputy position; the position is responsible for the security of the entire courthouse - not just the State offices.

The Budget Board approved Page 64 - State Drug Court; and Page 65 - State Mediation.

WEED DEPARTMENT

Weed Inspector Gary Page met with the Budget Board and discussed Page 37 – Weed Control. The Small Equipment request is for a wide format printer; the cost is being shared between the Weed Department and the Vector Control District. The BLM (Bureau of Land Management) weed grants are estimates; it is unknown what the true appropriations will be at this time. The BLM Grant Admin Fees is 10% of what is actually received/spent for the BLM weed grants. The Budget Board approved Page 37 - Weed Control.

COMMISSION ON CHILDREN & FAMILIES

The Budget Board reviewed and approved Page 55 - Commission on Children and Families. This department no longer exists and the budget is zeroed out with the 2016-2017 budget.

SPECIAL TRANSPORTATION FUND

The Budget Board reviewed Page 59 - Special Transportation Fund. Revenue is ODOT (Oregon Department of Transportation) grant funds for transportation purposes; the County subcontracts with MCOA&CS (Malheur Council on Aging and Community Services) for the transportation services. The monies allocated as match dollars for Snake River Transit are expended from this fund. The Budget Board later approved Page 59 - Special Transportation Fund.

MENTAL HEALTH FUND

The Budget Board reviewed and approved Page 66 - Mental Health Fund. These are pass-thru funds that come from the State and go to Lifeways for a variety of mental health services.

HEALTH FAMILIES GRANT

Page 74 - Healthy Families Grant was a federal grant for a program at the Health Department; the grant is no longer received.

WOLF DEPREDATION FUND

The Budget Board reviewed and approved Page 76 - Wolf Depredation Fund. This is a small grant through Department of Agriculture.

PREDATORY ANIMAL CONTROL

USDA APHIS (United States Department of Agriculture Animal and Plant Health Inspection Services)/Wildlife Services District Supervisor Patrick Smith and Wildlife Specialist Ryan Christensen met with the Budget Board and discussed Page 22 - line-item 5-20-8020 - Predatory Animal Control. USDA is requesting funding from the County to support the Wildlife Services program in the amount of \$49,135.

Ms. Gregory left the meeting.

Mr. Christensen and Mr. Smith answered questions from the Budget Board. Since July 2015 approximately 130 coyotes have been taken; and black bird work continues at feedlots.

SHERIFF'S OFFICE

Sheriff Brian Wolfe and Undersheriff Travis Johnson met with the Budget Board and discussed Pages 23-24- Sheriff; Page 25 - Jail; Page 26 - MCSO Communication Center; Page 27 - Emergency Management; Pages 47-48 - Community Corrections; Page 50 - Boat License Fund; Page 51 - Corrections Assessment; Page 54 - Task Force Fund; Page 61 - 911 Fund; Page 62 - Traffic Safety Fund; Page 69 - Search and Rescue Fund; Page 77 - Federal Forfeitures Fund; and Page 82 - Work Release Construction Fund.

Pages 23-24 - Sheriff. BVP Grant is a bullet proof vest grant; BLM Contract/Vale is mostly used for livestock patrols; Sheriff's Fees are for service of civil papers and concealed handgun licenses. Overtime is primarily used for investigations and search and rescue missions. Capital Outlay is for three vehicles; proposed budget is for two. Requested part-time ordinance deputy for enforcement of County ordinances; not in proposed budget.

Page 25 - Jail. Three meals a day are served to inmates; meals are certified by a dietician with a 2000 calorie count at a cost of approximately \$5.00 per day per inmate.

Page 26 - MCSO Communication Center. Majority of this budget is in personal services for dispatchers. Proposed budget is for salaries of 9 dispatchers and 1 dispatch sergeant.

Page 27 - Emergency Management. Partially funds one emergency services position.

Pages 47-48 - Community Corrections. Funding is from the State 1194 monies for operations of Community Corrections (parole and probation). Includes a transfer of funds to the jail budget for operations of the jail.

Page 50 - Boat License Fund. Most of the revenue is from a State Marine Board Grant; Funds 1.5 FTE marine deputies.

Page 51 - Corrections Assessment. Partially funds a staff member who is the corrections program coordinator for both the jail and community corrections.

Page 54 - Task Force Fund; the task force includes members from the County, Cities of Ontario and Nyssa, Cities of Payette, Fruitland, and Weiser; and Payette and Washington County, Idaho.

Page 61 - 911 Fund. Funds are transferred to the MCSO Communications Center budget.

Page 62 - Traffic Safety Fund.

Page 69 - Search & Rescue Fund. Monies the Search and Rescue volunteer members raised.

Page 77 - Federal Forfeiture Fund. Funds can only be used for specific purposes specified by federal law.

Page 82 - Work Release Construction Fund. State monies with restrictive uses only for the community corrections facility.

ADJOURNMENT

The budget meeting was adjourned for the day.