

BEFORE THE BOARD OF COUNTY COMMISSIONERS
FOR COLUMBIA COUNTY, OREGON

STAFF MEETING MINUTES

February 22, 2017

The Columbia County Board of Commissioners met in scheduled session with Commissioner Henry Heimuller, Commissioner Margaret Magruder and Commissioner Alex Tardif.

Commissioner Heimuller called the meeting to order.

TRANSIT COORDINATOR POSITION:

Michael Ray, CC Rider Director, came before the Board to discuss the results of the interviews for the position of Transit Coordinator. Afterwards, there was a consensus by Commissioner Heimuller and Commissioner Magruder to direct Michael to proceed with offering the Transit Coordinator position to Patrick Lawson. Commissioner Tardiff abstained, saying he wasn't familiar enough with transit operations to make an informed decision.

Michael will inform Patrick of the decision on Monday, after the background check, reference check, and education verification is complete. Should there be any red flags as a result of these checks, the second choice could be offered the position.

BOARD OFFICE SPECIALIST POSITION:

Jan Greenhalgh met with the Board to review the results of the interviews for the position of Board Office Specialist. After lengthy discussion, there was Board consensus for Jan to move forward with offering the position to Jacyn Normine and to work with Jean Ripa on the hiring process.

BUDGET COMMITTEE APPOINTMENT:

After consideration of all those who applied and interviewed for the vacant position on the County Budget Committee, ***Commissioner Magruder moved and Commissioner Tardif seconded to appoint Rory Hammond to the Columbia County Budget Committee for a four year term. The motion carried unanimously.***

EXECUTIVE SESSION UNDER ORS 192.660(2)(h)(e):

The Board recessed the regular session to go into Executive Session as allowed under ORS 192.660(2)(h)&(e). Upon coming out of Executive Session, no action was taken by the Board.

PROPOSED DEPUTY DIRECTOR POSITION FOR EOC:

Steve Pegram, Emergency Management Director, presented the Board with a proposal to create the position of Deputy Director in the department. Jean Ripa, Human Resources Director, pointed out the need for Emergency Management to always have an employee with the authority to activate the EOC and to respond with appropriate

authority in an emergency. After discussion, **Commissioner Magruder moved and Commissioner Tardif seconded to approve the creation of the position of Deputy Director, assign the position to FLSA Exempt salary range E04 and eliminate the classifications of Emergency Management Coordinator and Emergency Management Supervisor. The motion passed unanimously.**

With nothing further coming before the Board, the meeting was adjourned.

Dated at St. Helens, Oregon this 22nd day of February, 2017.

BOARD OF COUNTY COMMISSIONERS
FOR COLUMBIA COUNTY, OREGON

By: _____
Henry Heimuller, Chair

By: _____
Margaret Magruder, Commissioner

By: _____
Jan Greenhalgh
Board Office Administrator

By: _____
Alex Tardif, Commissioner