



TILLAMOOK COUNTY BOARD OF COMMISSIONERS NOTICE OF MEETING AGENDAS

BOARD OF COMMISSIONERS

Erin D. Skaar, Chair
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CONTACT

Tillamook County Courthouse
201 Laurel Avenue
Tillamook, Oregon 97141
503.842.3403
www.co.tillamook.or.us

COMMUNITY UPDATE MEETING – **CANCELLED**

Tuesday, December 26, 2023 at 8:00 a.m.

Teleconference and KTIL-FM at 95.9

BOARD MEETING

Wednesday, December 27, 2023 at 9:00 a.m.

Board of Commissioners' Meeting Room 106

County Courthouse, Teleconference, and Live Video at tctvonline.com

JOIN THE BOARD OF COMMISSIONERS' MEETINGS

The board is committed to community participation and provides opportunity for public attendance during meetings via in-person and teleconference.

- **Community Update Meetings: Tuesdays at 8:00 a.m.**
 - Teleconference: Dial 971-254-3149, Conference ID: 736 023 979#
 - Radio: KTIL-FM at 95.9

- **Board Meetings: Wednesdays at 9:00 a.m.**
 - County Courthouse: Board of Commissioners' Meeting Room 106, 201 Laurel Avenue, Tillamook
 - Teleconference: Dial 971-254-3149, Conference ID: 736 023 979#
 - Live Video: tctvonline.com

MEETING INFORMATION AND RULES

- Matters for discussion and consideration by the board shall be placed on an agenda prepared by the staff and approved by the board chair. Any commissioner may request items on the agenda.
- Public hearings are formal proceedings publicized through a special public notice issued to media and others. Public hearings held by the board are to provide the board an opportunity to hear from the public about a specific topic. Public hearings are therefore different regarding audience participation at board meetings.
- Commissioners shall be addressed by their title followed by their last name.
- Commissioners shall obtain approval from the chair before speaking or asking questions of staff, presenters, and public. As a courtesy, the chair shall allow an opportunity, by the commissioner who has the floor, to ask immediate follow-up questions.
- A majority of the board shall constitute a quorum and be necessary for the transaction of business.
- All board meeting notices are publicized in accordance with public meeting laws.
- All board meetings shall commence with the Pledge of Allegiance.
- The chair will utilize the gavel as needed to maintain order, commence and adjourn meetings, and signal approval of motions.
- The board reserves the right to recess to executive session as may be required at any time during these meetings, pursuant to ORS 192.660(1).
- The courthouse is accessible to persons with disabilities. If special accommodations are needed for persons with hearing visual, or manual impairments who wish to participate in the meeting, contact (503) 842-3403 at least 24 hours prior to the meeting so that the appropriate communications assistance can be arranged.

PUBLIC COMMENT

- Providing public comment is an opportunity for constituents to be heard and express their views to the board.
- The board allows public comment at board meetings during the public comment period designated on the agenda.
- Comments are limited to one per person and per agenda item.
- Comments must be related to the agenda item(s) previously registered to comment on.
- The allotted time for public comments is two minutes per person; this time may not be allotted to another speaker. The chair may, at their sole discretion, further limit or expand the amount of time.
- The public comment opportunity is not a discussion, debate, or dialogue between the speaker and the board, which may or may not respond.
- Members of the public do not have the right to disrupt the meeting; the board may prohibit demonstrations such as booing, hissing, or clapping.
- Remarks containing hate speech, profanity, obscenity, name calling or personal attacks, defamation to a person, people, or organization, or other remarks the board deems inappropriate will not be allowed.
- Failure to follow all rules and procedures may result in not being able to provide public comment and/or being removed from the meeting.

In-Person Procedures

- Sign in before the meeting begins and indicate your desire to provide public comment and which agenda item you would like to comment on. When your name is announced, please come forward to the table placed in front of the dais and for the record, first identify yourself, area of residence, and organization represented, if any.

Virtual Procedures

- Register by sending an email to publiccomments@co.tillamook.or.us by 12:00 p.m. on the Tuesday prior to the board meeting. The email must contain all of the following information:
 - Full name, area of residence, and phone number.
 - Agenda item(s), you wish to comment on.
- Once registered, and before the start of the meeting, board staff will email a Microsoft Teams meeting link.
- When logged in to the meeting you must remain muted with your camera off until your name is called, then you unmute and turn on your camera.
- The chair may require those providing virtual comment to turn on their camera while providing comment or testimony.

Written Procedures

- Written comments may be mailed to 201 Laurel Avenue, Tillamook, Oregon 97141 or emailed to: publiccomments@co.tillamook.or.us.
- Written comments received by 12:00 p.m. on the Tuesday prior to the board meeting will be distributed to the board and posted online. All written comments submitted become part of the permanent public meeting record.

AGENDA

MEETING

CALL TO ORDER: Wednesday, December 27, 2023 9:00 a.m.

1. Welcome & Request to Sign Guest List
2. Pledge of Allegiance
3. Public Comment
4. Non-Agenda Items

LEGISLATIVE – ADMINISTRATIVE

5. Discussion and Consideration of an [Order in the Matter of Declaring County-Owned Property as Surplus/Matt Kelly, Undersheriff](#)
6. Discussion and Consideration of a 2023-2025 [Childrens' Advocacy Center Fund \(CAC\) State Grant Program Agreement with Tillamook Family Counseling Center for Child Abuse Forensic Interview Services in Tillamook County/Undersheriff Matt Kelly, Sheriff's Office](#)
7. Discussion and Consideration of a [Memorandum of Understanding](#) with Tillamook Family Counseling Center and Tillamook County Abuse Multi-Disciplinary Team Regarding the 2023-2025 Children's Advocacy Center Fund (CAC) State Grant Program/Undersheriff Matt Kelly, Sheriff's Office
8. Discussion and Consideration of an [Out-of-State Travel Request for Anya Reeser](#) to Attend the Northwest Public Health and Primary Care Leadership Institute in Seattle, Washington from 3/12 – 3/15/2024 and 9/17 – 9/20/2024/Irene Fitzgerald, Accounting Manager, Health and Human Services
9. Discussion and Consideration of an [Out-of-State Travel Request for Rochelle Phillips](#) to Attend the Rural Health Network Grantee Meeting in Atlanta, Georgia from 2/27 – 2/29/2024/Irene Fitzgerald, Accounting Manager, Health and Human Services
10. Discussion and Consideration of a [Memorandum of Understanding with the YMCA](#) for Access to the Fairgrounds' West Parking Lot/Camy VonSaggern, Fair Manager
11. Discussion and Consideration of a [Prevailing Wage Rate Contract](#) with Jimco Electrical Contracting Inc. for Construction Network Workstation Installation for the District Attorney Office Remodel Project/Jeff Underwood, Manager, Information Services
12. Discussion and Consideration of a [Contract for Goods with CDW Government LLC](#) for a Sophos Five-Year Antivirus License Subscription/Jeff Underwood, Manager, Information Services
13. Discussion and Consideration of an [Order](#) in the Matter of the Appointment of a Budget Officer for Tillamook County for Fiscal Year 2024-2025/Shawn Blanchard, Treasurer

14. Discussion and Consideration of an [Order](#) in the Matter of the Appointment of the 4-H & Extension Service District Budget Officer/Shawn Blanchard, Treasurer
15. Discussion and Consideration of an [Order](#) in the Matter of the Appointment of the County Treasurer as the Solid Waste Service District Budget Officer/Shawn Blanchard, Treasurer
16. Discussion and Consideration of an [Order](#) in the Matter of Designating Liaison Responsibilities for the Tillamook County Board of Commissioners for 2024/William K. Sargent, County Counsel
17. Discussion and Consideration of an [Order](#) in the Matter of the Appointment of the Chair and Vice-Chair to the Tillamook County Board of Commissioners for 2024/William K. Sargent, County Counsel
18. Discussion and Consideration of an [Order](#) in the Matter of Adopting the Tillamook County Board of Commissioners Policies and Procedures/Rachel Hagerty, Chief of Staff
19. Consideration of an [Order](#) in the Matter of the Appointment and Reappointment of Members to the Tillamook County Tourism Advisory Committee (TAC)/Isabel Gilda, Executive Assistant, Board of Commissioners
20. Board Concerns
21. Board Announcements

ADJOURN

OTHER MEETINGS AND ANNOUNCEMENTS

Christmas Eve and **Christmas Day** are observed holidays for Tillamook County. All County offices in the courthouse will be **CLOSED** on **Monday, December 25, 2023 and Tuesday, December 26, 2023**. In addition, the Tillamook County Library, administrative offices in the Jail and Justice Facility, Public Works Department, Community Development Department, Surveyor's Office, and the Health and Human Services Department and clinics will be closed. The State Circuit Court, located in the County Courthouse, will be **CLOSED** on **Monday, December 25, 2023**.

There is **NO** Community Update call scheduled for **Tuesday, December 26, 2023**.

There is **NO** Board Briefing scheduled for **Wednesday, December 27, 2023**.

The Board of Commissioners' Office is excited to announce the **December 29, 2023** launch of the commissioners' new agenda and meeting management system, CivicClerk. CivicClerk is an online platform that streamlines meeting workflow, creating, managing, and archiving agendas, minutes, and audio/video.

We will have a new meeting webpage on the commissioners' site that will function as a portal where all meeting information is easily searchable and accessible. Throughout January, a shortcut on the county's home page at tillamookcounty.gov will aid in navigating to the new meeting webpage.

Our meetings will continue to be livestreamed, and starting December 29, you can join us by going online to tillamookcounty.gov/bocc/page/meetings-agendas-minutes. The teleconference number is 1-971-254-3149, Conference ID: 866 914 607#.

New Year's Day is an observed holiday for Tillamook County. All County offices in the courthouse will be **CLOSED** on **Monday, January 1, 2024**. In addition, the Tillamook County Library, administrative offices in the Jail and Justice Facility, Public Works Department, Community Development Department, Surveyor's Office, and the Health and Human Services Department and clinics will be closed. The State Circuit Court, located in the County Courthouse, will also be **CLOSED** on **Monday, January 1, 2024**.

The Commissioners will hold a Board Briefing on **Wednesday, January 3, 2024** at **2:00 p.m.** to discuss weekly Commissioner updates. The meeting will be held in the Board of Commissioners' Meeting Room 106 in the Tillamook County Courthouse, 201 Laurel Avenue, Tillamook, Oregon. You can join us by going online to tillamookcounty.gov/bocc/page/meetings-agendas-minutes. The teleconference number is 1-971-254-3149, Conference ID: 866 914 607#.