

# AGENDA

JEFFERSON COUNTY  
BOARD OF COMMISSIONERS MEETING  
FEBRUARY 14, 2024  
COMMISSION MEETING ROOM  
8:15 AM

*This meeting has the option of attending via teleconference. The meeting is open for onsite attendees. The teleconference allows for listening to the meeting, but will be muted for incoming participation, except during “citizen comments” that will occur at approximately 9:00am.*

Pursuant to ORS 192.640, this agenda includes a list of the principal subjects anticipated to be considered at the above referenced meeting; however, the agenda does not limit the ability of the County Commission to consider additional subjects. Meetings are subject to cancellation without notice. Other than hearings, which are publicly noticed, the time schedule is approximate and may vary for individual agenda items. The Board reserves the right to place a time limit on public testimony on any agenda item. The meeting place is handicapped accessible. Those needing assistance should contact the Commission office two (2) days in advance of the meeting by calling (541) 475-2449.

**All agenda items shall be taken up between scheduled (time specific) appointments, action items, or public hearings when time permits.**

CONFERENCE CALL LINE: (301) 715-8592 MEETING ID: 898 1666 4155 PASSCODE: 2449

<https://us06web.zoom.us/j/89816664155?pwd=RkNKeTM0T1YvWDA3Q2U3QmIwMytGdz09>

1. Administrative Session (8:15) *(The items discussed during Administrative Session are intended to have staff present updates/reports or routine items to the Board. The Second Wednesday of the month is an Elected Official/Department Director Meeting)*
  - 1.1 Elected Official/Department Director Meeting.
2. Call to Order/Pledge of Allegiance/Invocation
3. Presentations/Awards
4. Changes to the Agenda (Consideration of Submission of Late Items)
  - 4.1 Letter of support for Warm Springs Commercial Safety Corridor Grant Application - signed by Commission.  
[4.1.pdf](#)
  - 4.2 Letter of Support to Business Oregon Innovation Hub Review Committee for Oregon State University-Cascades Innovation Hub - signed by Commission.  
[4.2.pdf](#)
  - 4.3 Lease Agreement between Jefferson County and Xerox for Community Development Department - signed by Commission Chair.

[4.3.pdf](#)

4.4 Order In the Matter of Establishing a Road Maintenance Policy for County Roads - signed by Commission.

[4.4.pdf](#)

4.5 Salary Change Order for Michael Stemwedel - signed by Commission.

[4.5.pdf](#)

4.6 Personal Services Contract between Jefferson County and Global Grants Services, LLC - signed by Commission.

[4.6.pdf](#)

5. 9:00 A.M. - Citizen Comments

6. Consent Agenda (*The items on the Consent Agenda are considered routine and will all be adopted in one motion unless a Board member or person in the audience requests, before the vote on the motion, to have the item considered separately. If any item is removed from the Consent Agenda, the item will be taken up immediately following the vote on the remaining items*)

6.1 February 2024 Accounts Payable Paid February 2024 in the amount of \$274,249.98 - signed by Commission.

[6.1.pdf](#)

6.2 Action Minutes for February 7 & 9, 2024 - signed by Commission.

[6.2.pdf](#)

7. Scheduled Appointments, Action Items, and Public Hearings

8. Action Items

8.1 Salary Change Order for Alison Vanek - signed by Commission.

[8.1.pdf](#)

8.2 Salary Change Order for Matthew Puntney - signed by Commission.

[8.2.pdf](#)

8.3 Salary Change Order for Phil Stenbeck - signed by Commission.

[8.3.pdf](#)

8.4 Code Publishing Co. Proposal for Migration and Conversion Services for Jefferson County - signed by Commission Chair.

[8.4.pdf](#)

8.5 Purchase Requisition Form for Clinical Microscope in the amount of \$4,506.00 for Public Health - signed by Commission.

[8.5.pdf](#)

8.6 Purchase Requisition Form for Biomedical Refrigerator with Freezer for Public Health in the amount of \$6,447.00 - signed by Commission Chair.

[8.6.pdf](#)

8.7 Authorization for Attendance and Trainings for Barbara Ibrahim to attend the 2024 Foundations for Best Practice in Lactation Care Conference in Woodinville, WA, March 18-22, 2024 in amount not to exceed \$3,000.00 - signed by Commission Chair.

[8.7.pdf](#)

8.8 Authorization for Attendance and Trainings for Trent Titus to the Indian Country ECHO - Ending the Syndemic Training in Chandler, AZ, March 11-14, 2024 - signed by Commission Chair.

[8.8.pdf](#)

9. Elected Official Report(s)/Request(s)
10. Department Heads Report(s)/Request(s)
11. County Counsel Report(s)/Request(s)
12. County Administrative Officer Report(s)/Request(s)
13. Commission Discussion Items
  - 13.1 2024 BOCC Meeting Schedule Changes.
14. Announcements/Notification of additional Commission Meetings
15. Executive Session
16. Adjourn