

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

JEFFERSON COUNTY BOARD OF COMMISSIONERS

66 S.E. "D" St., Suite A • Madras, Oregon 97741 • Ph: (541) 475-2449 • FAX: (541) 475-4454



February 14, 2024

The Honorable Pete Buttigieg
Secretary of Transportation
United States Department of Transportation
1200 New Jersey Avenue SE
Washington, DC 20590

RE: Letter of Support for Warm Springs Commercial Safety Corridor Grant Application

Dear Mr. Buttigieg,

Jefferson County is pleased to provide this letter in support of the Confederated Tribes of the Warm Springs proposal for the Warm Springs Commercial Safety Corridor project under the RAISE program.

The purpose of the RAISE program is to improve sustainability and equity in communities through transportation focused projects. The RAISE program directly supports projects in disadvantaged communities and areas of persistent poverty that have experienced decades of underinvestment. The Warm Springs Commercial Safety Corridor accomplishes this goal by constructing multi-modal improvements on the U.S. 26 highway corridor to improve safety, community connectivity, and economic growth on the Warm Springs Reservation.

The Warm Springs community, located on the Warm Springs Reservation, is a rural, tribal community with high economic disparity and limited access to services. Many people rely on walking, biking, and transit to reach destinations like employment centers, schools, and shopping areas which are largely accessed by the U.S. 26 corridor. U.S. 26 is also an important regional highway route, connecting central Oregon to the Portland Metropolitan Region, and is relied on by commuters, businesses, and for the transportation of goods, contributing to the economic activities of the entire region. The Warm Springs Commercial Corridor Safety Project will invest in transportation improvements that increase safety, expand active transportation options, support access to transit, and enhance connections on and across the highway for both local and regional users.

We fully support the Warm Springs Tribes in their RAISE application to invest in a transportation system that serves everyone, including those the system has not served well in the past. I am pleased to support this project and thank you for your full and fair consideration of the Confederated Tribes of the Warm Springs' application.

Sincerely,

Wayne Fording, Chairman

Mark Wunsch, Commissioner

Kelly Simmelink, Commissioner

JEFFERSON COUNTY BOARD OF COMMISSIONERS

66 S.E. "D" St., Suite A • Madras, Oregon 97741 • Ph: (541) 475-2449 • FAX: (541) 475-4454



February 14, 2024

Business Oregon Innovation Hub Review Committee
775 Summer St. NE, Suite 200
Salem, OR 97301-1280

RE: Oregon State University-Cascades Innovation Hub

Dear Business Oregon,

Jefferson County is writing this letter to support Oregon State University-Cascade's Central Oregon Innovation Hub proposal. Our communities are rich with entrepreneurs who would benefit from the coordinated service delivery model envisioned by the Innovation Hub concept, and we are excited to see the degree of regional collaboration involved in developing this proposal.

We understand that there is a significant regional and rural outreach and engagement component to the Hub, and we believe that this is critical to ensuring that the Hub fully realizes its goal of advancing trade sector innovation business growth across Central Oregon.

To the extent that we have staff capacity to participate, Jefferson County will assist in efforts to better understand business needs in our communities and will help to disseminate Hub information through our standard outreach channels.

Sincerely,

Wayne Fording, Chairman

Kelly Simmelink, Commissioner

Mark Wunsch, Commissioner

AGENDA ITEM COVERSHEET

<input type="checkbox"/> Admin. Session	<input type="checkbox"/> Consent Agenda	<input type="checkbox"/> Public Hearing
<input checked="" type="checkbox"/> Action Item	<input type="checkbox"/> Report/Request	<input type="checkbox"/> Other/Announcements

Agenda Item Title (Do not put in all-caps):
Request for new printer for the Community Development Department 60-month lease.

Department: Community Development/Administration **Date Submitted:** February 9, 2024
Contact Person: _____ **Phone:** _____
Effective Dates of Contract/Grant/ Proposal: February 14, 2024 or when signed by County
Amount of Contract/Grant/Proposal: \$220.63/mo plus print **Requested Agenda Date:** February 14, 2024

Reviewed By: (Signature and Date Required) **Director/Elected Official:** _____
Finance Director: _____
County Counsel: _____
CAO: _____

AGENDA ITEM BRIEF DESCRIPTION:
Request to replace leased printer with the current model and a new 60-month lease.

BACKGROUND/SUMMARY STATEMENT:
The Community Development Department has has a significant number of issues with the current printer and has an opportunity to replace it with the newer model with all of the same features, but better print and scan quality. The current printer has a monthly lease of \$342 compared to \$220.63 for a savings of over \$120 per month (neither amount includes estimated printing costs).

RECOMMENDATION: (i.e., Discussion, Discussion/Action, Introduction, Presentation, or Information)
Staff recommends the board approve and sign the Lease Agreement.

REQUESTED ACTION: (Exact action requested of Commissioners in the form of a motion)
Staff requests approval by the Board of Commissioners and signing of the Lease Agreement

ATTACHMENTS: Lease Agreement & Cost Comparison

POST ACTION INSTRUCTIONS: (Fully executed originals will be retained for the official record)
Please send signed Authorization Agreement to Rhonda at Oregon Office Solutions - rhonda@oregonofficesolutions.com

Executive Financial Summary



Jefferson Co. Community Development
 85 Se D St
 Madras OR 97741
 February 06, 2025

Current Equipment

Current Xerox equipment	Lease Term	Product Monthly Payment	Print Charges		Average Monthly Volume	Meter Charges	Supplies	Average Monthly Expenses
			Meter	Volume Band				
C8055 55 ppm Color Copier/Network Printing/200 ipm Scanning/Fax line/Booklet Finisher-stapler-stacker/HCF tray 6/ Envelop tray/ Conv. Stapler with side shelf	60 Months	\$342.00	1.BW 2. CLR	0 0	3,542 1,451	\$17.72 \$72.55	Included	\$432.27
Total		\$342.00				\$90.27		\$432.27

Proposed Solution

Proposed Solution	Lease term	Product Monthly Payment	Print Charges		Average Monthly Volume	Meter Charges	Supplies	Average Monthly Expenses
			Meter	Volume Band				
C8155 55 ppm Color Copier/Network Printing/200 ipm Scanning/Fax line/Booklet Finisher-stapler-stacker/HCF tray 6/ Envelop tray/ Conv. Stapler with side shelf	60 Months	\$220.63	1.BW 2. CLR	0 0	3,542 1,451	\$19.84 \$64.71	Included	\$305.18
Total		\$220.63				\$84.55		\$305.18

Service and supplies, install, onsite training are all inclusive in the above pricing. Pricing is fixed for the term of the lease. Average monthly volume taken from your last 12 months of invoices and not volume commitments

Lease Agreement



Customer: COUNTY OF JEFFERSON

BillTo: JEFFERSON COUNTY
COMMUNITY
DEVELOPMENT
85 SE D ST
MADRAS, OR 97741-1605

Install: JEFFERSON COUNTY
COMMUNITY
DEVELOPMENT
85 SE D ST
MADRAS, OR 97741-1605

Tax ID#: 11

State or Local Government Negotiated Contract : 072808000

Solution

Item	Product Description	Agreement Information	Trade Information	Requested Install Date
1.	C8155H2 (XEROX C8155H2) - Br Booklet Mk-2/3 Hp - Envelope Tray - 1 Line Fax - High Capacity Feeder - Convenience Stapler - Customer Ed - Analyst Services	Lease Term: 60 months Purchase Option: FMV	- Xerox C8055 S/N 8TB622800 Trade-In as of Payment 56	3/4/2024

Monthly Pricing

Item	Lease Minimum Payment	Print Charges			Maintenance Plan Features
		Meter	Volume Band	Per Print Rate	
1. C8155H2	\$220.63	1: Black and White Impressions	All Prints	\$0.0056	- Consumable Supplies Included for all prints - Pricing Fixed for Term
		2: Color Impressions	All Prints	\$0.0446	
Total	\$220.63	Minimum Payments (Excluding Applicable Taxes)			

Authorized Signature

Customer acknowledges receipt of the terms of this agreement which consists of 2 pages including this face page.	Thank You for your business! This Agreement is proudly presented by Xerox and Rhonda Rogers (541)382-0300 For information on your Xerox Account, go to www.xerox.com/AccountManagement
Signer: _____ Phone: _____ Signature: _____ Date: _____	

Terms and Conditions

INTRODUCTION:

1. NEGOTIATED CONTRACT. The Products are subject solely to the terms in the Negotiated Contract identified on the face of this Agreement, and, for any option you have selected that is not addressed in the Negotiated Contract, the then-current standard Xerox terms for such option.

GOVERNMENT TERMS:

2. REPRESENTATIONS & WARRANTIES. This provision is applicable to governmental entities only. You represent and warrant, as of the date of this Agreement, that: (1) you are a State or a fully constituted political subdivision or agency of the State in which you are located and are authorized to enter into, and carry out, your obligations under this Agreement and any other documents required to be delivered in connection with this Agreement (collectively, the "Documents"); (2) the Documents have been duly authorized, executed and delivered by you in accordance with all applicable laws, rules, ordinances and regulations (including all applicable laws governing open meetings, public bidding and appropriations required in connection with this Agreement and the acquisition of the Products) and are valid, legal, binding agreements, enforceable in accordance with their terms; (3) the person(s) signing the Documents have the authority to do so, are acting with the full authorization of your governing body and hold the offices indicated below their signatures, each of which are genuine; (4) the Products are essential to the immediate performance of a governmental or proprietary function by you within the scope of your authority and will be used during the Term only by you and only to perform such function; and (5) your payment obligations under this Agreement constitute a current expense and not a debt under applicable state law and no provision of this Agreement constitutes a pledge of your tax or general revenues, and any provision that is so construed by a court of competent jurisdiction is void from the inception of this Agreement.

3. FUNDING. This provision is applicable to governmental entities only. You represent and warrant that all payments due and to become due during your current fiscal year are within the fiscal budget of such year and are included within an unrestricted and unencumbered appropriation currently available for the Products, and it is your intent to use the Products for the entire term of this Agreement and to make all payments required under this Agreement. If (1) through no action initiated by you, your legislative body does not appropriate funds for the continuation of this Agreement for any fiscal year after the first fiscal year and has no funds to do so from other sources, and (2) you have made a reasonable but unsuccessful effort to find a creditworthy assignee acceptable to Xerox, in its sole discretion, within your general organization who can continue this Agreement, this Agreement may be terminated. To effect this termination, you must, at least 30 days prior to the beginning of the fiscal year for which your legislative body does not appropriate funds, notify Xerox in writing that your legislative body failed to appropriate funds and that you have made the required effort to find an assignee. Your notice must be accompanied by payment of all sums then owed through the current fiscal year under this Agreement. You will return the Equipment, at your expense, to a location designated by Xerox and, when returned, the Equipment will be in good condition and free of all liens and encumbrances. You will then be released from any further payment obligations beyond those due for the current fiscal year (with Xerox retaining all sums paid to date).

SOLUTION/SERVICES:

4. OVERSIZE PRINTS. Each print made on the following Equipment; C8155H2, that is larger than 145 square inches (e.g., 11 x 17 = 187 square inches), but less than or equal to 491 mm in length, will register as two (2) prints on the applicable (B&W/color)

meter, and, for that Equipment with extra-long print capability, for any impressions greater than 491 mm will register up to four (4) prints on the applicable (B&W/color) meter.

PRICING PLAN/OFFERING SELECTED:

5. FIXED PRICING. If "Pricing Fixed for Term" is identified in Maintenance Plan Features, the maintenance component of the Minimum Payment and Print Charges will not increase during the initial Term of this Agreement.

6. REFINANCE. The "Amount Refinanced" is included in the amount financed under this Agreement. If the Amount Refinanced is under an agreement with a third party, you acknowledge you have the right to terminate the agreement and you will provide Xerox with a statement from the third party identifying the equipment at issue, the amount to be paid off and the payee's name and mailing address. If the Amount Refinanced is under an agreement with Xerox, the refinancing will render your prior agreement null and void. If you breach any of your obligations under this Agreement, the full Amount Refinanced will be immediately due and payable.

GENERAL TERMS & CONDITIONS:

7. REMOTE SERVICES. Certain models of Equipment are supported and serviced using product information that is automatically collected by Xerox or transmitted to or from Xerox by the Equipment connected to your network ("Remote Product Info") via electronic transmission to a secure off-site location ("Remote Transmission"). Remote Transmission also enables Xerox to transmit Releases of Software to you and to remotely diagnose and modify Equipment to repair and correct malfunctions. Examples of Remote Product Info include product registration, meter read, supply level, Equipment configuration and settings, software version, and problem/fault code information. Remote Product Info may be used by Xerox for billing, report generation, supplies replenishment, support services, recommending additional products and services, and product improvement/development purposes. Remote Product Info will be transmitted to and from you in a secure manner mutually agreeable to the parties. Remote Transmission will not allow Xerox to read, view or download the content of any of your documents or other information residing on or passing through the Equipment or your information management systems. You grant the right to Xerox, without charge, to conduct Remote Transmission for the purposes described above. Upon Xerox's request, you will (a) provide contact information for Equipment such as name and address of your contact and IP and physical addresses/locations of Equipment and (b) ensure that any Maintenance Release or Update released by Xerox to provide security patches, releases and/or certificates for the Remote Transmission and/or Software is promptly enabled by Customer upon notification by Xerox or by the Equipment or when otherwise made available on xerox.com. You will enable Remote Transmission via a method mutually agreeable to both parties, and you will provide reasonable assistance to allow Xerox to provide Remote Transmission. Unless Xerox deems Equipment incapable of Remote Transmission, you will ensure that Remote Transmission is maintained at all times Maintenance Services are being performed. If you are unable to maintain Remote Transmission, or if Xerox disables Remote Transmission from any Equipment at your request, or if you disable Remote Transmission from any Equipment, Xerox reserves the right to charge you a per device fee for such affected Equipment due to the increased service visits that will be required in order to (x) obtain such information, (y) provide such transmissions, and (z) provide such Maintenance Services and Consumable Supplies that otherwise would have been provided remotely and/or proactively.

C8130/C8135/C8145/C8155/C8170

Xerox® AltaLink® Color Multifunction Printer

The Ideal Digital Workplace Assistant for Demanding Teams



ConnectKey®
Technology

xerox™

Xerox® AltaLink® C8130/C8135/C8145/C8155/C8170 Color Multifunction Printer

Want work done right? AltaLink® will help you do a lot more than just print. You can automate document workflows and connect to the systems that run your business – seamlessly. Protected by comprehensive security features, they are true Workplace Assistants that will free up time for you to do more of what really matters.

A PRODUCTIVE WORK EXPERIENCE FOR ALL

Feel right at home instantly with AltaLink®.

The intuitive and personalized tablet-like interface balances simplicity and efficiency, and reduces steps to complete tasks with a single tap.

Native mobility features, like Wi-Fi Direct (optional), make it easy for workers to print from their mobile devices and access the advanced AltaLink® capabilities such as Xerox® @PrintByXerox App, Xerox® Print Service Plug-in for Android™ or AirPrint®.

AltaLink® devices bridge the physical and digital worlds with apps and advanced scanning capabilities that allow you to digitize, route and process information in a snap. Automate tedious tasks to save time and reduce errors.

Translate documents to 50+ languages with the Xerox® Translate and Print App. Convert hard copy to audio for easy listening on the go with the Xerox® Audio Documents App. And get your handwritten note off the page and into the digital world with the Xerox® Note Converter App.

RIGHT FIT FOR EVERY NEED

Big jobs, small jobs and everything in between — AltaLink® can be customized to do it all. Your choice of finishing options and accessories means you can configure your device for any type of document.

The speed of business has never moved so fast, but the AltaLink® makes it easy to keep up.

Stay in the fast lane with access to the Xerox® App Gallery. It's your gateway to an ever-growing collection of apps designed to

simplify time-consuming, repetitive or complex processes as your business evolves.

Simplify IT support as your fleet grows. Fleet Orchestrator allows you to adjust configurations and settings on all your devices at once. Perform interactive training and support your users right from your desktop with the Remote Control Panel.

COMPREHENSIVE SECURITY

Stop threats where they start with the comprehensive protection that's trusted by the most security-minded businesses and governments.

Built-in security, including the AltaLink® Trusted Boot that protects the integrity of the device start-up process from malicious actions, McAfee® whitelisting and integrations with McAfee ePO and Cisco ISE that neutralize threats instantly at the device and protect the network. Configuration Watchdog monitors and automatically remediates critical IT-defined security settings.

Native Security Information and Event Management (SIEM) simplifies reporting and management of security events. And integration with Xerox® Printer Security Audit Service, available as part of Xerox® Intelligent Workplace Services, helps maximize printer fleet, document and content security.

COLOR WHERE IT COUNTS

High-resolution output of 1200 x 2400 dpi and best-in-class HD Super Fine EA Toner plus superior color rendering and consistency will give your documents clarity and impact. You can also upgrade your AltaLink® C8100 Series with the Xerox® EX-c C8100 Print Server Powered by Fiery®, delivering more options for professional-looking documents.

XEROX® CONNECTKEY® TECHNOLOGY

Intuitive User Experience

Enjoy a tablet-like experience with gesture-based touchscreen controls and easy personalization, plus simple workflows and functions.

Mobile and Cloud Ready

Be more mobile with cloud-hosted services and instant connectivity to cloud and mobile devices right from the user interface.

Comprehensive Security

Prevent unauthorized access, detect threats and protect data and documents with built-in comprehensive security features.

Enables Intelligent Workplace Services

Seamless integration with Xerox Intelligent Workplace Services delivers next-level workplace efficiency, employee productivity and security.

Gateway to New Possibilities

Transform the way you work with the apps in the Xerox App Gallery. Or have one of our partners develop a custom solution for you.

Find out more about how you'll work smarter at www.ConnectKey.com.



Xerox® AltaLink® C8130/C8135/C8145/C8155/C8170 Color Multifunction Printer

Single-Pass Duplex Automatic Document Feeder (DADF)

saves time by simultaneously scanning both sides of two-sided documents up to 270 impressions per minute (ipm).



USER INTERFACE



Intuitive Tablet-Like 10.1-inch Color Touchscreen is customizable and lets you perform tasks in just a few taps. Try it out at xerox.com/AltaLink8100UI.

PAPER INPUT¹

Two 520-sheet Adjustable Trays (common with all configurations). Tray 1 handles media sizes up to 11.7 x 17 in. / A3 and Tray 2 handles media sizes up to 12 x 18 in. / SRA3.



Envelope Kit (optional — replaces Tray 1) provides feeding of up to 60 envelopes.



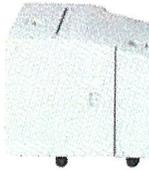
High Capacity Tandem Tray Configuration holds a total paper capacity of up to 3,140 sheets.

Four Tray Module Configuration (available for C8130/C8135) holds a total of up to 2,180 sheets.

Bypass Tray handles up to 100 sheets; Custom sizes: 3.5 x 3.9 to 12.6 x 52 in. / 89 x 98 mm to 320 x 1,320 mm.



High-Capacity Feeder (optional) holds 3,000 sheets of letter/A4 paper, increasing the maximum paper capacity to 6,140 sheets.



LONG SHEET PRINTING

Long Sheet Feed Kit (optional) provides the ability to print up to 12.6 x 52 in. / 320 x 1,320 mm media.



INNOVATIVE TECHNOLOGIES



Xerox® Integrated RFID Card Reader (optional) adds card-based authentication with support for over 90 access cards.

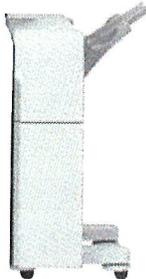


Near Field Communication (NFC) Tap-to-Pair allows users to tap their mobile device to the AltaLink® C8100 Series user panel and quickly connect with the MFP.

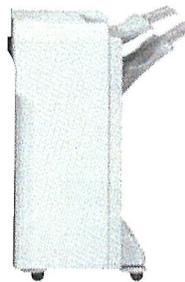


Smart Proximity Sensor detects when users are nearby. It conserves energy during inactive periods and automatically activates the device when a user approaches.

PAPER OUTPUT / FINISHERS¹



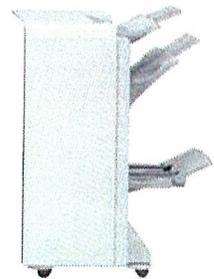
Office Finisher (optional) provides advanced finishing functions, optional crease/score and saddle-stitch booklet, making it capable of 60-page booklets (2 to 15 sheets).



Business Ready (BR) Finisher (optional) gives you advanced finishing functions at a great value.



C-Fold/Z-Fold Unit (optional) adds C-fold, Z-fold and Z-half-fold to the BR Finisher or BR Booklet Maker Finisher.



BR Booklet Maker Finisher (optional) create 64-page saddle-stitched booklets (2 to 16 sheets).



Dual Offset Catch Tray (available when no finishers are installed; Single Offset Catch Tray with finishers).



Integrated Office Finisher (optional with C8130/C8135/ C8145/C8155) provides 500-sheet stacking and 50-sheet, 2-position stapling.



Convenience Stapler (optional) staples up to 50 sheets of 20 lb. / 75 gsm media.

¹ Paper capacities are based on 20 lb. / 75 gsm stock; capacities will vary with different weight stocks

Xerox® AltaLink® C8130/C8135/C8145/C8155/C8170

Color Multifunction Printer



DEVICE SPECIFICATIONS	ALTALINK® C8130	ALTALINK® C8135	ALTALINK® C8145	ALTALINK® C8155	ALTALINK® C8170
Speed (Color/Black-and-White)	Up to 30/30 ppm	Up to 35/35 ppm	Up to 45/45 ppm	Up to 55/55 ppm	Up to 70/70 ppm
Monthly Duty Cycle ¹	Up to 90,000 pages	Up to 110,000 pages	Up to 200,000 pages	Up to 300,000 pages	Up to 300,000 pages
Hard Drive/Processor/Memory	Minimum 128 GB SSD; Optional: 500GB HDD / INTEL ATOM Quad Core, 1.9GHz/4 GB system memory (8 GB system memory AltaLink® C8170)				
Connectivity	10/100/1000Base-T Ethernet, High-Speed USB 2.0 direct print, WiFi/WiFi Direct with optional Xerox® Dual Band Wireless Kit, NFC, Bluetooth (iBeacon)				
Optional Controller	Xerox® EX-c C8100 Print Server Powered by Fiery®				
Copy and Print	Copy Resolution: Up to 600 x 600 dpi; Print Resolution: Up to 1200 x 2400 dpi				
First-Copy-Out Time (as fast as) (from platen/warmed-up state)	6.10 seconds color/4.50 seconds black-and-white		5.50 seconds color/4.40 seconds black-and-white	4.70 seconds color/3.70 seconds black-and-white	4.00 seconds color/3.20 seconds black-and-white
First-Print-Out Time (as fast as)	5.70 seconds color/4.20 seconds black-and-white		4.90 seconds color/3.80 seconds black-and-white	4.50 seconds color/3.20 seconds black-and-white	3.80 seconds color/3.00 seconds black-and-white

Page Description Languages	Adobe® PostScript® 3™, Adobe® PDF, PCL® 5c / PCL® 6				
Paper Input ²	Standard	Single-Pass Duplex Automatic Document Feeder (DADF): Up to 82 ppm simplex / 141 ipm duplex (200 dpi). 130-sheet capacity for AltaLink® C8130/C8135/C8145/C8155. Paper sizes: 3.4 x 4.9 in. to 11.7 x 17 in. / 85 x 125 mm to 297 x 432 mm. Up to 135 ppm simplex / 270 ipm duplex (200 dpi). 250-sheet capacity for AltaLink® C8170. Paper sizes: 3.4 x 4.9 in. to 11.7 x 17 in. / 85 x 125 mm to 297 x 432 mm. Bypass Tray: 100 sheets; Custom sizes: 3.5 x 3.9 to 12.6 x 52 in. / 89 x 98 mm to 320 x 1,320 mm (SEF) Tray 1: 520 sheets; Custom sizes: 5.5 x 7.2 in. to 11.7 x 17 in. / 140 x 182 mm to 297 x 432 mm (SEF) Tray 2: 520 sheets; Custom sizes: 5.5 x 7.2 in. to 12 x 18 in. / 140 x 182 mm to SRA3 (SEF)			
	Choose One	Four Tray Module: (Trays 3 and 4 — available with AltaLink® C8130/C8135): 1,040 sheets; 520 sheets each; Custom sizes: 5.5 x 7.2 to 12 x 18 in. / 140 x 182 mm to SRA3 (SEF). Total standard paper capacity: 2,180 sheets. High Capacity Tandem Tray Module: 2,000 sheets; Sizes: 8.5 x 11 in. / A4. Total standard paper capacity: 3,140 sheets.			
	Optional	High-Capacity Feeder (HCF): Up to 3,000 sheets; Size 8.5 x 11 in. / A4 long edge feed. Max paper capacity with HCF: 6,140 sheets. Envelope Tray (replaces Tray 1): Up to 60 envelopes with Auto Size detection of some sizes Long Sheet Feed Kit (banner printing): 12.6 x 52 in. / 320 x 1,320 mm			
Paper Output/Finishing ²	Standard	Dual Offset Catch Tray (standard when finishers are not attached): 250 sheets each; Face-up Tray: 100 sheets			
	Optional	Integrated Office Finisher: Available with AltaLink® C8130/C8135/C8145/C8155, staple positions: front and rear straight. 500 sheets stacker, 50 sheets stapling, 2-position stapling. Office Finisher: 2,000-sheet stacker, 50 sheets stapled, 2-position stapling, optional hole punch, optional booklet maker (score, saddle stitch 2 to 15 sheets (60 pages)) BR Finisher: 3,000-sheet stacker and 500-sheet top tray, 50-sheet multiposition stapling and 2/3-hole punching BR Booklet Maker Finisher: 1,500-sheet stacker and 500-sheet top tray, 50-sheet multiposition stapling and 2/3-hole punching plus saddle-stitch booklet making (2 to 16 sheets, 64 pages) and V-folding C-Fold/Z-Fold Unit: Adds Z-folding, Letter Z-folding and Letter C-folding to the BR Finisher and BR Booklet Maker Finisher Convenience Stapler: 50-sheet stapling, includes Work Surface ⁵			

INTUITIVE USER EXPERIENCE	
Customize	Customize user interface, show/hide functions, personalize user experience with authentication, create 1-Touch Apps, auto wakeup with Smart Proximity Sensor.
Print Drivers	Job Identification, Bi-directional Status, Job Monitoring, Xerox® Global Print Driver®, Application Defaults, Xerox® Pull Print Driver
Xerox® Embedded Web Server	PC or Mobile — Status Information, Settings, Device Management, Cloning, Fleet Orchestrator, Configuration Watchdog, Remote Control Panel
Print Features	Print from USB, Print from Cloud Repositories (Dropbox, One Drive and Google Drive), Sample Set, Saved Job, Booklet Creation, Store and Recall Driver Settings, Scaling, Job Monitoring, Application Control, Two-sided Printing, Draft Mode, Long Sheet (Banner) Printing
Scan and Fax	Scan Preview, Scan to USB/Email/Network (FTP/SFTP/SMB), Scan File Formats: PDF, PDF/A, XPS, JPG, TIFF; Convenience Features: Scan to Home, Searchable PDF, Single/Multi-page PDF/XPS/TIFF, Password-protected PDF; Fax Features: Walk-up Fax (one-line or two-line options available, includes LAN Fax, Direct Fax, Fax Forward to Email), Fax dialing, Unified Address Book, Optical Character Recognition (OCR), Server Fax, TWAIN driver (scan); Optional: Scan To Cloud Repositories (Dropbox, One Drive and Google Drive) ³

MOBILE AND CLOUD READY	
Mobile Connectivity	Near-Field Communication (NFC); Optional: Wi-Fi Direct, Wi-Fi (802.11 b/g/n/ac), AirPrint (iOS) including iBeacon (Bluetooth)
Mobile Printing	AirPrint, Mopria®, Xerox® Print Service (Android), @PrintByXerox; Optional: Xerox® Workplace Mobile App (iOS/Android)
Mobile Scanning	AirPrint, Mopria®; Optional: Xerox® Workplace Mobile App (iOS/Android)
Cloud Ready	Remote services enabled, native "Print from" Cloud repositories (Dropbox, One Drive, Google Drive). Optional: Native "Scan to" cloud repositories (Dropbox, One Drive, Google Drive), direct connection to cloud hosted services via optional apps (accessed via Xerox® App Gallery app or visit xerox.com/AppGallery).

COMPREHENSIVE SECURITY	
Network Security	802.1x, IPsec, HTTPS, SFTP and Encrypted Email, McAfee® ePolicy Orchestrator®, McAfee Enterprise Security Manager ³ , LogRhythm SIEM ³ , Splunk SIEM ³ , Network Authentication, SNMPv3, SHA-256 Hash Message Authentication, TLS 1.1/1.2, Security Certificates utilizing ECDSA, Automatic Self-signed Certificate, Cisco® Identity Services Engine (ISE) integration, automated threat response through McAfee DXL/Cisco pxGrid integration, Local Authentication (Internal Database), FIPS 140-2
Device Access	User Access and Internal Firewall, Port/IP/Domain Filtering, Audit Log, Access Controls, User Permissions, Configuration Watchdog, TPM; Optional: Smart Card Enablement Kit (CAC/PIV.NET/SIPRNet) ⁴ , Xerox® Integrated RFID Card Reader, NFC standard (authentication via optional Xerox® Workplace Cloud/Suite Print Management and Content Security; learn more at xerox.com/WorkplaceSolutions).
Data Protection	McAfee Embedded Control Whitelisting, Firmware Verification, Trusted Boot, Job Level Encryption via HTTPS and Drivers, Encrypted Storage Drive (AES 256-bit, FIPS 140-2), Encrypted and Signed Email; Optional: Xerox® Workplace Cloud/Suite Content Security, Encrypted Hard Disk (AES 256-bit, FIPS 140-2) with Image Overwrite, McAfee Integrity Control
Document Security	Under evaluation Common Criteria Certification (ISO 15408) Full system against the HCP PP, Encrypted Secure Print, FIPS 140-2 Encrypted Data with Print Drivers

ENABLES INTELLIGENT WORKPLACE SERVICES	
Print Management	Xerox® Standard Accounting; Optional: Xerox® Workplace Suite/Cloud, Xerox® Virtual Print Management Service, more at xerox.com/PrintManagement
Fleet / Device Management	Xerox® CentreWare® Web, Xerox® Support Assistant, Automated Meter Read, Xerox® Cloud Fleet Management Solution, Fleet Orchestrator, Configuration Cloning, Intelligent Workplace Services Tool Suite
Security	Secure Device Management: Xerox® Printer Security Audit Service (auto-configuration of security settings, monitoring, and auto-remediation), Digital Certificate Management, SIEM Reporting, Interactive Dashboard Reports

GATEWAY TO NEW POSSIBILITIES	
Xerox App Gallery	Automate everyday processes with apps that translate, redact, eSign, personalize print, convert, route, collaborate and communicate. Visit xerox.com/WorkplaceApps to find apps by industry or workflow. Software and services: Xerox® DocuShare® (xerox.com/ecm), XMPie® (xerox.com/XMPie), Xerox® Workplace Solutions (xerox.com/WorkplaceSolutions).

¹ Maximum volume capacity expected in any one month. Not expected to be sustained on a regular basis.
² Paper capacities are based on 20 lb. / 75 gsm stock; capacities will vary with different weight stocks
³ Available post-launch via software update
⁴ Not available in all geographies
⁵ Sold separately in some geographies

AGENDA ITEM COVERSHEET

Admin. Session
 Action Item

Consent Agenda
 Report/Request

Public Hearing
 Other/Announcements

Agenda Item Title (Do not put in all-caps):

Order for establishing a road maintenance policy

Department: Public Works Date Submitted: 2/7/2024

Contact Person: Matt Powlison Phone: 541-475-4459

Effective Dates of Contract/Grant/ Proposal: N/A

Amount of Contract/Grant/Proposal: N/A Requested Agenda Date: 02/14/2024

Reviewed By: (Signature and Date Required) Director/Elected Official: _____

Finance Director: _____

County Counsel: _____

CAO: _____

AGENDA ITEM BRIEF DESCRIPTION:

Board of Commissioners acknowledgment and approval of proposed 2024 Road Maintenance Policy for Jefferson County roads.

BACKGROUND/SUMMARY STATEMENT:

Establish Annual Road Maintenance Policy

RECOMMENDATION: (i.e., Discussion, Discussion/Action, Introduction, Presentation, or Information)

Review, Acknowledge and Approve

REQUESTED ACTION: (Exact action requested of Commissioners in the form of a motion)

Approve and sign policy as presented

ATTACHMENTS: List of county graded gravel roads(A), snow plowed roads (B), and the sanding list (C)

POST ACTION INSTRUCTIONS: (Fully executed originals will be retained for the official record)

Please return approved policy to Public Works

BEFORE THE BOARD OF COMMISSIONERS FOR THE STATE OF OREGON
FOR THE COUNTY OF JEFFERSON

IN THE MATTER OF ESTABLISHING)
A ROAD MAINTENANCE POLICY)
FOR COUNTY ROADS) Order No. _____

WHEREAS, Jefferson County does not receive adequate funding at this time to accomplish a full maintenance and construction program for all Jefferson County roads; and

WHEREAS, Jefferson County has determined that the primary and secondary road system cannot be maintained or constructed with the minimum standards for a public transportation system until such time as adequate funding is available; and

WHEREAS, the Jefferson County Board of Commissioners finds that it is in the best interest of the County to adopt a policy regarding the priorities of road maintenance and construction; and

WHEREAS, it is understood in this policy that the availability of public funds, personnel and equipment means the availability of such for the specific purposes identified;

NOW THEREFORE, the Jefferson County Board of Commissioners hereby ORDERS as follows:

1. Jefferson County intends to grade the attached gravel roads (Exhibit "A") once a year.
2. Jefferson County will snow plow the attached County roads (Exhibit "B") when three inches of snow has accumulated and the snow continues to fall. Jefferson County is a large area with many different geographic characteristics. Therefore, the County will only plow when aware that three inches is accumulated and continues to accumulate. The County roads will be plowed conditional upon available public funds, personnel, equipment and weather conditions.
3. Jefferson County shall sand the attached County roads (Exhibit "C") if weather conditions warrant sanding. The designated County roads will be sanded upon available public funds, personnel, and weather conditions.
4. Guardrail along County roads will only be placed when federal funds are available or when funds become available that are project specific. When guardrail is damaged the guardrail will be repaired conditional upon available public funds, personnel, equipment and weather.
5. The following road maintenance priorities will be addressed upon County's knowledge of such need and availability of public funds, personnel, equipment and weather conditions:
 - Asphalt pothole repair in County roads
 - Jefferson County bridge repair
 - Obstructive vegetation in County right of way
 - Repair or replacement of damaged or stolen road signs on County roads

- Removal of rocks in County roads
- Placement, removal and repair of cattle guards owned by County and on County roads
- Culvert repairs or placement of culverts in County roads
- Grading of road shoulders on paved county roads
- Modernization of traffic control devices which do not meet the standards of the current edition of the “Manual on Uniform Traffic Control Devices”
- Improvement of County road design meeting the standard elements of the current edition of the “Policy on Geometric Design of Highways and Streets”
- Modernization of Jefferson County roads to meet the standards in the current edition of the Oregon State Highway “Standard Specifications for Highway Construction”
- Modernization of Jefferson County roads to meet the standards outlined in the current edition of the “Oregon Bicycle and Pedestrian Plan”

6. Road construction and maintenance decisions will be based on balancing the allocation of available public resources with public safety concerns. In order to maintain the existing Jefferson County infrastructure, the limited public funds available will be allocated to a choice of competing priorities.

DATED this 14 day of February 2024.

BOARD OF COUNTY COMMISSIONERS

Wayne Fording, Commission Chair

Kelly Simmelink, Commissioner

Mark Wunch, Commissioner

EXHIBIT A

GRADED GRAVEL ROADS

1/05/2024

Road #	Road Name	Right of Way	From:	To:
1-01	Dodson Drive SW	40	Dead End	Opal Lane SW
1-03	Hawthorne Ln/McKenzie Ln/Santiam Dr/Snyder Dr SW	50	Dover Lane SW	Columbia Drive SW
1-06	Haystack Drive SW	60	Norris Lane	End of AC at Haystack Res.
1-08	Pike Road SW	40	Dead End (at gate)	Green Drive
1-09	Grizzly Road SE	60	Madras City Limits	Haycreek Road
1-11A	Ashwood Road	40	Madras City Limits	District 4 Boundary Line
1-16	Franklin Lane SW	40	Feather Drive	Elbe Drive
1-16A	Franklin Lane SW	40	Elbe Drive	Dead End Railroad
1-17	Ford Lane SW	40	Bear Drive	South Adams Drive
1-19	Highland Lane SW	40	Feather Drive	Bear Drive
1-20	Holly Lane	60	Bear Drive	Road 3042(Jasper Road)
1-23	Irving Lane SW, Imbler Lane SW	60	Bear Drive	Road 3042(Jasper Road)
1-26	Kent Lane SW	40	Dead End	Terra Drive
1-27	King Lane SW	60	Old Culver Highway	Haystack Drive
1-29	Monroe Lane SW	40	Dead End	Green Drive
1-30	Opal Lane SW	60	State Hwy 97	Dodson Road
1-31	Park Lane SW	60	Dead End Railroad	Road 3040
1-39B	Green Drive SW	40	Iris Lane	Maple Lane
1-41	Elbe Drive SW	40	Norris Lane	Canal Bridge
1-41C	Elbe Drive SW	40	Belmont Lane	Dead End
1-42	Galloway Drive SW	50	Eureka Lane	Dover Lane
1-43A	Deschutes Drive SW	40	Iris Lane	Highland Lane
1-43C	Deschutes Drive SW	40	Ashwood Lane	Dead End
1-45	Columbia Drive SW	60	Iris Lane	Highland Lane
1-46	Columbia Drive SW	60	Hawthorne Lane	Belmont Lane
1-48	S. Adams Drive	60	Jasper Lane	State Highway 26
1-49	Baldwin Drive SE	50	Dover Lane SE	Dead End
1-51	Ochoco Road SW	60	Irving Lane	Dead End
1-54	McTaggart Road SE	60	Dover Lane SE	Grizzly Road SE

1/25/2024

EXHIBIT A

GRADED GRAVEL ROADS
1/05/2024

Road #	Road Name	Right of Way	From:	To:
2-10A	McFarland Lane NE	60	Clemens Drive	Emerson Drive
2-12	Hickory Lane NW	50	Columbia Drive	North Adams Drive
2-12A	Hickory Lane NE	40	Quaale Road	Dead End
2-14A	Gumwood Lane	40	Columbia Drive	Barnes Drive
2-19	Elm Lane NW	60	Boise Drive	North Adams Drive
2-22A	Cherry Lane NE	60	Darrar Drive	Henderson Drive
2-23	Birch Lane NW	40	Commercial Street	4th Street
2-26	Deschutes Drive NW	40	Dead End	Elm Lane
2-28	Columbia Drive NW	60	Belmont Lane	Dead End
2-29	Boise Drive NW	50	Dogwood Lane	Dead End
2-33	Henderson Drive NE	40	Loucks Road	Cherry Lane
2-34	Emerson Drive NE	40	Quaale Road	McFarland Lane
2-37	Clemens Drive NE	60	Coleman Lane	Deschutes River
3-11	Geneva Road SW	60	Jordan Road	Deschutes County Line
3-13	Lower Bridge Road SW	40	Deschutes County Line	Dead End

4-11	Ashwood Road NE	60	District 1 Boundary Line	Hay Creek Road
4-11A	Ashwood Road NE	60	Haycreek Road	Prison Entrance
4-12	Ramms Road SE	60	Hwy. 26	Jasper Road
4-13	Grizzly Road	60	Haycreek Road	Road 3072
4-14	Norris Road SW	40	Elbe Drive	Springer Road
4-16	Frank Forest Road	60	Grizzly Road	Haycreek Rd.
4-17	Haycreek Road	60	Grizzly Mountain Road	Dead End
4-18	Grizzly Mountain Road	60	Crook County Line	Grizzly Road
4-21	Laurel Lane SE	60	Springer Road	State Highway 26
4-22	Jasper Road SE	60	South Adams Drive	Laurel Lane

5-11	Gonser Road NE	60	Trout Creek Road	Cherry Creek Ranch
5-12	Ashwood Road NE	60	District 4 Boundary Line	Trout Creek Road NE
Road #	Road Name	Right of Way	From:	To:
5-13	Wilson Creek Road NE	50	Ashwood Road NE	Pony Butte Road NE

1/25/2024

EXHIBIT A

GRADED GRAVEL ROADS

1/05/2024

5-13A	Wilson Creek Road NE	60	Pony Butte Road NE	Dead End
518	Santesson Rd (Wasco Co-Tub Springs Rd)	60	Wasco County Line	Dead End
5-15	Trout Creek Road NE	60	Pony Butte Road NE	Crook County Line
5-16	Divide Road NE	40	Gonser Road NE	Wasco County Line
5-17	Muddy Creek Road NE	60	Gonser Road NE	Wasco County Line

6-11	Roberts Bridge Road SW	60	Camp Sherman Store	Roberts Bridge
------	------------------------	----	--------------------	----------------

MOUNTAIN VIEW SUBDIVISION				
15-01	Lee Street NW	50	State Highway 26	Commercial Street
15-03	North 1st Street	50	Jefferson Street	Cleveland Street
15-04	North 2nd Street	50	Lee Street	Cleveland Street
15-07	Cleveland Street NW	70	North 3rd Street	Commercial Street

2024 ROAD LIST

EXHIBIT B

Road #	Road Name	Right of Way	From:	To:
1-01	Dodson Drive SW	40	Dead End	Opal Lane SW
1-03	Hawthorne Ln/McKenzie Ln/Santiam Dr/Snyder Dr SW	50	Dover Lane SW	Columbia Drive SW
1-04	Frazier Drive SW	40	Fisch Drive	Gem Lane
1-05	Falcon Lane SW	50	State Highway 97	Bear Drive
1-06	Haystack Drive SW	60	Norris Lane	Jericho Lane
1-07	Mountain View Drive SW	60	Round Butte Drive	Belmont Lane
1-08	Pike Road SW	40	Dead End (at gate)	Green Drive
1-09	Grizzly Road SE	60	Madras City Limits	Havcreek Road
1-10	Loucks Road NE	60	Madras City Limits	Road 3103
1-11	Ashwood Lane SW	40	Deschutes Drive	Bear Drive
1-11A	Ashwood Road	40	Madras City Limits	District 4 Boundary Line
1-13	Belmont Lane SW	40(variable)	PGE Gate	Madras City Limits
1-14	Dover Lane	60	Galloway Drive	Baldwin Drive
1-15	Eureka Lane SW	40	Feather Drive	State Highway 97
1-15A	9th Street SE, (Metolius)	60	State Highway 361	Columbia Drive
1-16	Franklin Lane SW	40	Feather Drive	Elbe Drive
1-16A	Franklin Lane SW	40	Elbe Drive	Dead End Railroad
1-17	Ford Lane SW	40	State Highway 361	South Adams Drive
1-18	Gem Lane SW	40	Frazier Drive	State Highway 361
1-19	Highland Lane SW	40	Feather Drive	Bear Drive
1-20	Holly Lane	60	Bear Drive	Road 3042(Jasper Road)
1-21	Macy Lane SW	40	Feather Drive	Green Drive
1-21A	Huber Lane SW	40	Feather Drive	Culver City Limits
1-22	Iris Lane SW	60	Green Drive	Columbia Drive
1-23	Irving Lane SW, Imbler Lane SW	60	Columbia Drive	Road 3042(Jasper Road)
1-24	Jericho Lane SW	60	Feather Drive	Bear Drive
1-25	King Lane SW	40	Lyons Drive SW	Feather Drive SW
1-25C	Lyons Drive SW	50	King Lane SW	Kent Lane SW
1-26	Kent Lane SW	40	Dead End	Lyons Drive SW
1-27	King Lane SW	60	Old Culver Highway	Haystack Drive
1-28	LaSalle Lane SW	40	Dead End	Green Drive
1-29	Monroe Lane SW	40	Dead End	State Hwy 97
Road #	Road Name	Right of Way	From:	To:
1-30	Opal Lane SW	60	State Hwy 97	Dodson Road
1-31	Park Lane SW	60	Dead End Railroad	Road 3040
1-32	Fisch Lane SW	40	Frazier Drive	Feather Drive
1-34	Colfax Lane SW	80	State Highway 361	State Highway 97
1-37	Brown Drive NE	60	Loucks Road	End of Pavement
1-38	Terra Drive SW	40	LaSalle Lane	Kent Lane
1-39	Green Drive SW	40	Road 3148	Monroe Lane SW
1-39A	Green Drive SW	40	Monroe Lane SW	LaSalle Lane SW
1-39B	Green Drive SW	40	LaSalle Lane SW	Maple Lane
1-40	Feather Drive SW	40	North of King Lane, at the canal	Eureka Lane
1-41	Elbe Drive SW	40	Norris Lane	Canal Bridge
1-41A	Elbe Drive SW	60	Jericho Lane	Iris Lane
1-41B	Elbe Drive SW	40	Gem Lane	Eureka Lane
1-41C	Elbe Drive SW	40	Belmont Lane	Dead End
1-42	Galloway Drive SW	50	Eureka Lane	Dover Lane
1-43A	Deschutes Drive SW	40	Iris Lane	Highland Lane
1-43B	Deschutes Drive SW	40	Ford Lane	State Highway 361
1-43C	Deschutes Drive SW	40	Ashwood Lane	Dead End
1-44	Old Culver Highway, (Hwy 97) SW	60	State Highway 97	State Highway 97
1-45	Columbia Drive SW	60	Irving Lane	Highland Lane
1-45A	Columbia Drive SW	50	Eureka Lane	9th Street, Metolius
1-46	Columbia Drive SW	60	Hawthorne Lane	Belmont Lane
1-47	Bear Drive SW	60	Jericho Lane	Irving Lane
1-47A	Bear Drive SW	60	Irving Lane	Ashwood Lane
1-48	S. Adams Drive	60	Jasper Lane	State Highway 26
1-48A	S. Adams Drive	60	State Highway 26	150' North of Jones Street
1-49	Baldwin Drive SE	50	Dover Lane SE	Dead End
1-50	Elk Drive SW	60	Belmont Lane	Cattleguard
1-51	Ochoco Road SW	60	Irving Lane	Dead End
1-52	McTaggart Road SE	60	Grizzly Road	Madras City Limits
1-54	McTaggart Road SE	60	Dover Lane SE	Norton Gate
1-57	Glass Road NW	60	City Limits/"C" Street	Birch Lane
Road #	Road Name	Right of Way	From:	To:
1-58	Daly Lane SW	60	Terra Drive	Dead End
1-59	Gregg Lane SW	50	King Lane SW	Dead End
1-60	Cody Lane SE	60	S. Adams Drive	Dead End
1-61	Round Butte Drive	60	Mountain View Drive SW	Dead End
2-07	Squire Drive NE	50	Cherry Lane NE	Dead End
2-08	Gentry Drive NE	50	Cherry Lane NE	Squire Drive NE
2-09	Meadowlark Lane NE	60	State Highway 97	Cherry Lane
2-10	Juniper Lane	40	Deschutes Drive	Clemens Drive
2-10A	McFarland Lane NE	60	Clemens Drive	Emerson Drive
2-11	Ivy Lane NW	50	Deschutes Drive	North Adams Drive
2-11A	Ivy Lane NE	40	Emerson Drive	Quaale Road
2-12	Hickory Lane NW	50	Danube Drive	North Adams Drive
2-12A	Hickory Lane NE	40	Quaale Road	Dead End

2-14	Gumwood Lane NW	60	Danube Drive	State Highway 26
2-14A	Gumwood Lane	40	State Highway 26	Barnes Drive
2-16	Fern Lane NE	40	Clark Drive	State Highway 97
2-17	Fir Lane	50	Dead End	Clark Drive
2-19	Elm Lane NW	60	Elbe Drive	North Adams Drive
2-19A	Elm Lane NE	50	Collins Drive	State Highway 97
2-21	Dogwood Lane	60	Dead End	Darrar Drive
2-22	Cherry Lane NW	60	State Highway 26	North Adams Drive
2-22A	Cherry Lane NE	60	Dead End	Henderson Drive
2-23	Birch Lane NW	40	Clackamas Drive	NW Glass Dr
2-24	Campbell Road NW	40	Elbe Drive	Road 3003
2-25	Danube Drive NW	40	Gumwood Lane	Hickory Lane
2-26	Deschutes Drive NW	40	Dead End	Elm Lane
2-26A	Deschutes Drive NW	40	Gumwood Lane	Juniper Lane
2-27	Clackamas Drive NW	50	Birch Lane	Dogwood Lane
2-28	Columbia Drive NW	60	Dogwood Lane	Dead End
2-29	Boise Drive NW	50	Dogwood Lane	Dead End
2-30	N. Adams Drive	60	Cherry Lane	Fir Lane
2-30A	N. Adams Drive	60	Fir Lane	Juniper Lane
Road #	Road Name	Right of Way	From:	To:
2-31	Collins Drive NE	50	Dogwood Lane	Fir Lane
2-32	Clark Drive NE	60	Cherry Lane	Juniper Lane
2-32A	Clark Drive NE	60	Hilltop Lane	Dead End, South
2-33	Henderson Drive NE	40	Loucks Road	Cherry Lane
2-33A	Darrar Drive NE	40	Cherry Lane	Dogwood Lane
2-34	Emerson Drive NE	40	Quaale Road	McFarland Lane
2-36	Quaale Road NE	60	Clark Drive	State Highway 97
2-37	Clemens Drive NE	60	Juniper Lane	Deschutes River
2-40	Cora Drive NE	60	State Highway 97	Clark Drive
2-41	Elbe Lane NW	60	Elm Lane NW	Campbell Road NW
3-10	Jordan Road SW	60	Graham Rd	Frazier Rd
3-10A	Graham Rd	60	Mongomery Rd	Jordan Rd
3-10B	Montgomery Rd SW	60	Monty Campground	Graham Rd
3-11	Geneva Road SW	60	Jordan Road	Deschutes County Line
3-13	Lower Bridge Road SW	40	Deschutes County Line	Dead End
4-10	Pony Butte Road NE	60	State Highway 97	District 5 Boundary Line
4-11	Ashwood Road NE	60	District 1 Boundary Line	Hay Creek Road
4-11A	Ashwood Road NE	60	Hay Creek Road	Little Willow Creek Reservoir
4-12	Ramms Road SE	60	Haycreek Road	Jasper Road
4-13	Grizzly Road	60	Haycreek Rd.	Road 3072
4-14	Norris Road SW	40	Elbe Drive	Road 3037
4-15	Old Hwy 97, North	60	District 4 (State Hwy. 97)	District 4 (State Hwy. 97)
4-16	Frank Forest Road	60	Grizzly Road	Haycreek Rd.
4-17	Haycreek Road	60	Grizzly Mountain Road	Old Hwy. 97, North
4-18	Grizzly Mountain Road	60	Crook County Line	Grizzly Road
4-19	Lone Pine Road SE	60	Crook County Line	State Highway 26
4-21	Laurel Lane SE	60	Springer Road	State Highway 26
4-22	Jasper Road SE	60	South Adams Drive	Laurel Lane
5-10	Pony Butte Road NE	60	District 4 Boundary Line	Trout Creek Road NE
5-11	Gonser Road NE	60	Trout Creek Road NE	John Day River
5-12	Ashwood Road NE	60	District 4 Boundary Line	Trout Creek Road NE
782	Also known as #54 Road	60	SE Grizzly Road	SE Ramms Road
Road #	Road Name	Right of Way	From:	To:
5-13	Wilson Creek Road NE	50	Ashwood Road NE	Pony Butte Road NE
5-13A	Wilson Creek Road NE	60	Pony Butte Road NE	Dead End
518	Santesson Rd (Wasco Co-Tub Springs Rd)	60	Wasco County Line	Dead End
5-15	Trout Creek Road NE	60	Pony Butte Road NE	Crook County Line
5-16	Divide Road NE	40	Gonser Road NE	Wasco County Line
5-17	Muddy Creek Road NE	60	Gonser Road NE	Wasco County Line
CAMP SHERMAN				
6-10	Camp Sherman Road SW	65	State Highway 20	Camp Sherman Store
6-11	Roberts Bridge Road SW	60	Camp Sherman Store	Roberts Bridge
6-12	Pine Lodge Road SW	60	Camp Sherman Road	Dead End
6-13	Metolius Meadows Drive SW	60	Camp Sherman Road	Dead End
6-14	Meadow View Drive SW	60	Metolius Meadows Drive SW	Metolius Meadows Drive SW
MOUNTAIN VIEW SUBDIVISION				
15-01	Lee Street NW	50	State Highway 26	Commercial Street
15-02	Commercial Street NW	60	Lee Street	Depot Road
15-03	North 1st Street	50	Lee Street	Cleveland Street
15-04	North 2nd Street	50	Lee Street	Cleveland Street
15-05	North 3rd Street	50	Jefferson Street	Birch Lane
15-06	North 4th Street	70	Birch Lane	Depot Road
15-07	Cleveland Street NW	70	North 3rd Street	Commercial Street
15-08	Jefferson Street NW	70	Commercial Street	North 3rd Street
MADRAS RANCHO				
17-01	Dussault Road SE	60	Crestview Lane SE	Rancho Lane SE
17-02	Woodside Court SE	60	Dussault Road SE	Dead End
17-03	Tumbleweed Lane SE	60	McTaggart Road SE	Dussault Road SE
17-04	Barber Road SE	60	South Adams Drive	End of Pavement
17-05	Crestview Lane	60	Dead End	Sagebrush Drive SE
17-06	Hering Road SE	60	Dussault Road SE	Madras Road SE
17-07	Madras Road SE	60	Crestview Lane SE	Hering Road SE
17-08	Locust Way SW	60	Crestview Lane SW	Heather Lane SW

17-09	McGlohin Lane SW	60	South Adams Drive	Cul-de-sac
17-10	Cascade Lane SW	60	South Adams Drive	Cul-de-sac
17-11	Winchester Lane SW	50	South Adams Drive	Cul-de-sac
17-12	Sagebrush Drive SE	60	Crestview Lane SE	McTaggart Road SE
17-13	Rancho Lane SE	60	Lava Lane SE	Cul-de-sac
17-14	Lava Lane SE	60	Dussault Road SE	Rancho Lane SE
17-15	Heather Lane SW	60	South Adams Drive	Locust Way SW
NORTH MADRAS HEIGHTS				
18-01	Hilltop Lane NE	60	State Highway 97	Clark Drive NE
18-02	Lower Drive NE	60	Hilltop Lane NE	Cul-de-sac
18-03	Upper Drive NE	60	Hilltop Lane NE	Cul-de-sac
18-05	West View Drive NE	50	Lower Drive NE	Cul-de-sac
18-06	Scenic Drive NE	50	Upper Drive NE	Cul-de-sac
18-07	Camas Lane NE	60	Clark Drive NE	Cul-de-sac
JUNIPER HEIGHTS SUBDIVISION				
19-01	Burns Lane SW	60	Sunset Drive SW	Dead end
19-02	Roberta Drive SW	50	Fairgrounds Road SW	Burns Lane SW
19-03	Rim Rock Drive SW	50	Burns Lane SW	Cul-de-sac
MARNIE RIDGE SUBDIVISION				
21-01	Teresa Street SE	60	Dover Lane SE	Jason Street SE
21-02	James Street SE	60	Dover Lane SE	Jason Street SE
21-03	Jason Street SE	60	Teresa Street SE	James Street SE
CROOKED RIVER RANCH				
22-01	Chinook Drive SW	60	Clubhouse Road SW	Desch./Jeff. Co. line @ Antelope
22-03	Mustang Rd SW	60	Chinook Drive SW	Shad Road SW
22-07	North Hill Road SW	60	Shad Road SW	Chinook Drive SW
22-08	Shad Road SW	60	Sundown Canyon Road SW	Mustang Road SW
22-10	Cinder Drive SW	60	Shad Road SW	Peninsula Drive SW
22-11	Peninsula Drive SW	60	Meadow Road SW	Cinder Drive SW
SMITH PARTITION				
23-01	Sharion Court SW	50	Imo Lane SW	Cul-de-sac
23-02	Carol Court SW	50	Imo Lane SW	Cul-de-sac
23-03	Trisha Court SW	50	Ruth Drive SW	Cul-de-sac
23-04	Ruth Drive SW	50	Woodward Road SW	Imo Lane SW
23-05	Imo Lane SW	50	Ruth Drive SW	Feather Drive SW

JEFFERSON COUNTY

Public Works Department

PO Box 709 • Madras, Oregon 97741 • Phone: (541) 475-4459 • FAX: (541) 475-1877



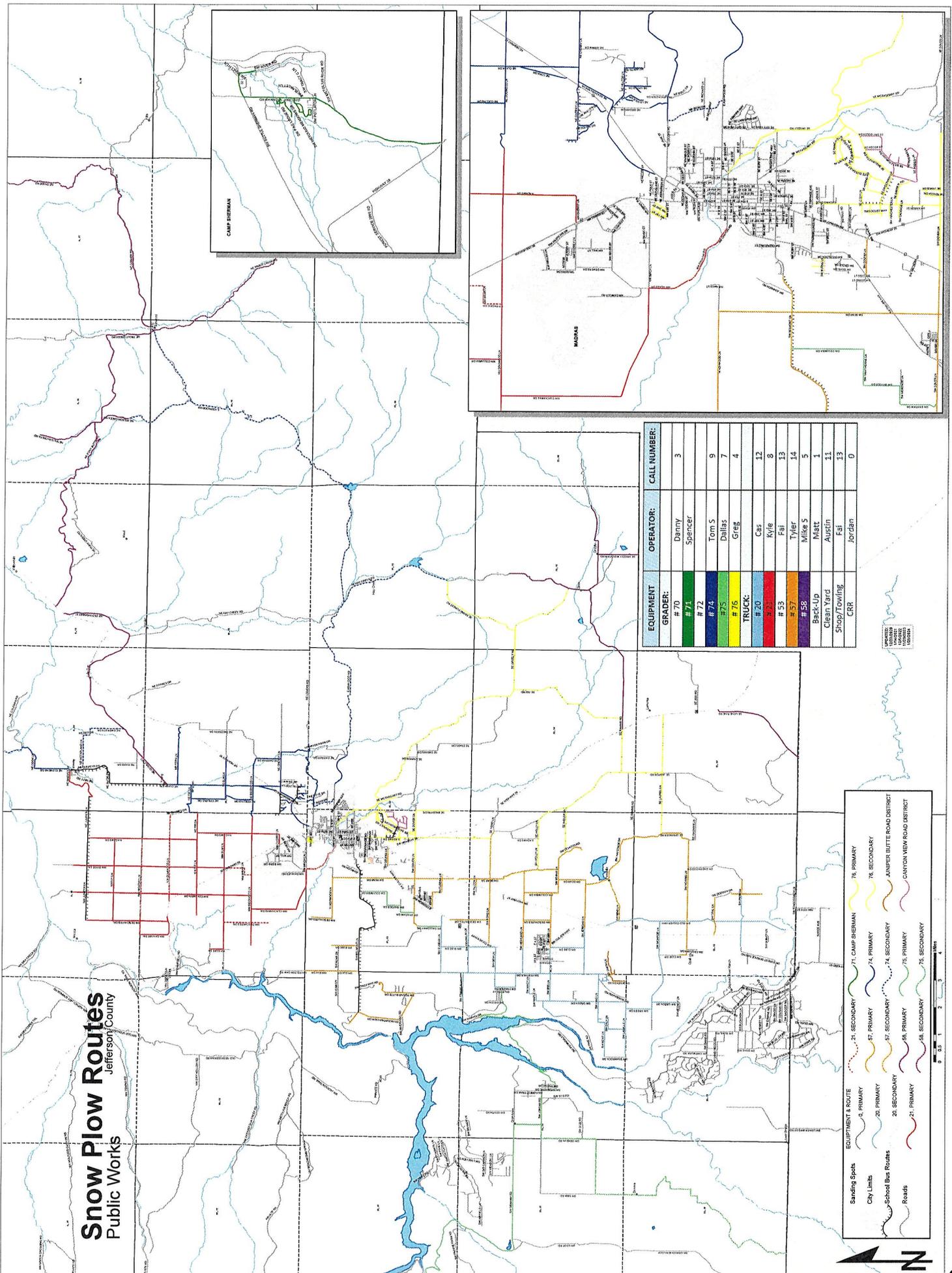
EXHIBIT C

SANDING LIST

- S.E. Crestview Lane
- South Adams Dr. intersection with S.E. Crestview Lane
- Intersection N.E. Meadowlark Ln. and St. Hwy. 97
- Intersection N.E. Hilltop Ln. and St. Hwy. 97
- N.E. Cherry Ln. west of St. Hwy. 97
- S.W. Dover Ln. intersection with St. Hwy. 97
- S.W. Fairgrounds Rd. (County section)
- N.W. Glass Drive
- N.E. Palisades Lane

Snow Plow Routes

Jefferson County
Public Works



EQUIPMENT:	OPERATOR:	CALL NUMBER:
GRADER:		
# 70	Danny	3
# 71	Spencer	
# 72	Tom S	9
# 74	Dallas	7
# 75	Greg	4
TRUCK:		
# 20	Cab	12
# 21	Kyle	8
# 53	Fai	13
# 57	Tyler	14
# 58	Wike S	5
Back-Up	Matt	1
Clean Yard	Austin	11
Shop/Towing	Fai	13
CRR	Jordan	0

LEGEND

- Sanding Spots**
 - 76. PRIMARY
 - 76. SECONDARY
- City Limits**
 - 74. PRIMARY
 - 74. SECONDARY
- School Bus Routes**
 - 74. PRIMARY
 - 74. SECONDARY
- Roads**
 - 75. PRIMARY
 - 75. SECONDARY
 - 78. PRIMARY
 - 78. SECONDARY
- Equipment & Route**
 - 71. CAMP BIERMAN
 - 71. PRIMARY
 - 71. SECONDARY
 - 74. PRIMARY
 - 74. SECONDARY
 - 75. PRIMARY
 - 75. SECONDARY
 - 78. PRIMARY
 - 78. SECONDARY
- Other Districts**
 - ANNEPER BUTTE ROAD DISTRICT
 - CANYON VIEW ROAD DISTRICT



BEFORE THE BOARD OF THE COUNTY COMMISSIONERS
FOR THE COUNTY OF JEFFERSON

SALARY CHANGE

IN THE MATTER OF SETTING THE
COMPENSATION OF AN EMPLOYEE

}
} SALARY ORDER NO. _____

Employee Name:

Position Title:

Michael Stemwedel

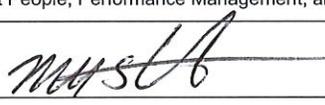
Weed Technician

Department: Public Works

Effective Date: 1/21/2024

Reason:

Promotion to Maintenance Worker IV- Team Leader. Contingent upon: Within 24 months complete "Road Scholar I" certification, Certified Bridge Construction Inspector, AND COCC Growing Great Leaders Course (to include: Emotional Intelligence, Accountability & Delegation, Coaching & Feedback Techniques, Working with Difficult People, Performance Management, and Team Building to Retain Your Talent).

DESCRIPTION	CURRENT	REQUEST
Hourly Rate	26.53	28.92
Monthly Wage	4616.22	5032.08
Grade	MWII	MWIV
Step	5	5
Salary Matrix/PERS Class	B	B
Benefit Group	PW	PW
Applicable Benefits & Other Terms	Salary Anniversary stays Sept 21st, will go to Step 6, 9/21/2024. Must complete within 24 months: "Road Scholar I" certification, Certified Bridge Construction Inspector, AND COCC Growing Great Leaders Course (to include: Emotional Intelligence, Accountability & Delegation, Coaching & Feedback Techniques, Working with Difficult People, Performance Management, and Team Building to Retain Your Talent).	
Employee Signature		

APPROVED, ADOPTED, AND ORDERED this _____ day of _____, _____

ATTEST:

BOARD OF COMMISSIONERS

Department Director: 

Commissioner, Chair: _____

Finance Director: _____

Commissioner: _____

County Administrative Officer: _____

Commissioner: _____

^{.75} GL BUDGET LINE ITEM: 202 - 105 - 510 - 1001 SALARY ANNIVERSARY DATE: _____
^{.25} 205 101 510 1026

PERSONAL SERVICES CONTRACT

This Agreement is made and entered into by and between Jefferson County, a political subdivision of the State of Oregon, hereinafter "County", and Global Grants Services, LLC, hereinafter referred to as "Contractor".

IT IS HEREBY AGREED by and between the parties above mentioned, for and in consideration of the mutual promises hereinafter stated as follows:

- 1. Effective Date and Duration.** This Agreement is effective March 1, 2024 and shall continue to be in effect through February 28, 2025. This Agreement will automatically renew on a month-to-month basis until terminated in accordance with Section 11. All sections of this Contract that would be expected to survive termination or expiration of this Contract will do so.
- 2. Scope of Work.** Contractor shall perform the services listed and described in the Scope of Work, attached and incorporated by this reference for 24 hours per month.
- 3. Consideration.** County shall pay Contractor \$1,750 per month. Contractor shall submit invoice to County either by mail Attn: Finance Department, 66 SE D Street, Madras, OR 97741. Said sum shall be payable by County within 30 days following the receipt of an invoice.

Notwithstanding any other provision of this Agreement, in the event that Contractor fails to submit any required reports when due, or fails to perform or document the performance of contracted services, the County may withhold payments under this Agreement. Such withholding of payment for cause shall continue until the Contractor submits required reports, performs the required services or establishes, to the County's satisfaction, that such failure arose out of causes beyond the control and without the fault or negligence of the Contractor.

- 4. Independent Contractor Status.** Contractor shall be an independent contractor for all purposes and shall be entitled only to the compensation provided for in this Agreement. Under no circumstances shall Contractor be considered an employee of County. Contractor shall provide all tools or equipment necessary to carry out this Agreement, and shall exercise complete control in achieving the results specified in the Scope of Work. Contractor is solely responsible for its performance under this Agreement; for payment of any fees, taxes, royalties or other expenses necessary to complete the work except as otherwise specified in the Scope of Work; and for meeting all other requirements of law in carrying out this Agreement. Contractor shall identify and certify tax status and identification number through execution of IRS form W-9 prior to submitting any request for payment to County.

- 5. Representations and Warranties.** Contractor represents and warrants to County that (1) Contractor has the power and authority to enter into and perform this Contract, (2) this Contract, when executed and delivered, shall be a valid and binding obligation of Contractor enforceable in accordance with its terms, (3) the Work under this Contract shall be performed in a good and workmanlike manner and in accordance with the highest professional standards, (4) Contractor shall, at all times during the term of this Contract be qualified, professionally competent, and duly licensed to perform the Work. The warranties set forth in this section are in addition to, and not in lieu of, any other warranties provided.

- 6. Records Maintenance.** Contractor shall maintain all of its records relating to the Scope of Work on a generally recognized accounting basis and allow County the opportunity to inspect and/or copy such

records at a convenient place during normal business hours. All required records shall be maintained by Contractor for six years after County makes final payment and all other pending matters are closed.

7. **Confidentiality.** The use or disclosure by Contractor and its employees and agents of any information concerning a recipient of services provided pursuant to this Agreement, for any purpose not directly connected with the administration of Contractor's responsibilities with respect to such services, is prohibited, except on written consent of the person or persons authorized by law to consent to such use or disclosure. Contractor shall prohibit the use or disclosure by Contractor's subcontractors and their employees and agents of any information concerning a recipient of services purchased under the applicable subcontract(s), for any purpose not directly connected with the administration of the Contractor's or subcontractor's responsibilities with respect to such purchased services, except on written consent of the person or persons authorized by law to consent to such use or disclosure. All records and files shall be appropriately secured to prevent access by unauthorized persons. Contractor shall, and shall cause its subcontractor's to comply with all appropriate federal and state laws, rules and regulations regarding confidentiality of client records.

8. **Compliance with Laws.** Both parties shall comply with the public contracting provisions of ORS chapters 279A, 279B and 279C to the extent those provisions apply to this Agreement. All such provisions required to be included in this Agreement are incorporated herein by reference. Contractor shall comply with all applicable requirements of federal and state civil rights and rehabilitation statutes, rules and regulations including those of the Americans with Disabilities Act.

9. **Hold Harmless.** Contractor agrees to indemnify, save harmless and defend County, its officers, agents, representatives and employees from and against all claims, suits, actions, damages, costs, losses and expenses in any manner resulting from, arising out of, connected with or related to activities or errors and omissions of Contractor, its officers, employees, subcontractors or agents pursuant to this Agreement.

10. **Subcontracting.** Contractor shall not enter into any subcontracts for any of the work required by this Agreement, or assign or transfer any of its interest in this Agreement, without County's written consent. In addition to any other provisions County may require, Contractor shall include in any permitted subcontracts under this Agreement a requirement that the subcontractor be bound by this Agreement as if subcontractor were Contractor. County's consent to any subcontract under this Agreement shall not relieve Contractor of any of its duties or obligations under this Agreement. Moreover, approval by the County of a subcontract shall not result in any obligations or liabilities to the County in addition to those set forth in this Agreement, including, without limitation, the agreed rates of payment and total consideration. Contractor shall be solely responsible for any and all obligations owing to the subcontractors.

11. **Termination.** This Agreement may be terminated by mutual consent of the parties or upon thirty days written notice from either party. Termination shall not excuse payment for expenses properly incurred prior to notice of termination, but neither party shall be liable for indirect or consequential damages arising from termination under this section.

12. **Limitations of Liability.** Except for liability arising under or related to Sections 11 or 5, neither party shall be liable for (i) any indirect, incidental, consequential or special damages under the contract or (ii) any damages of any sort arising solely from the termination of this contract in accordance with its terms.

13. **Insurance.** In conjunction with all services performed under this Agreement:

A. Contractor shall obtain, maintain and furnish to the County, upon request, proof of professional liability insurance and comprehensive liability insurance covering the contracted services to be performed by Contractor. Such insurance, whatever the form, shall name Jefferson County, its officers, agents and employees as additional insureds and shall not be less than the following:

- i. \$1,000,000 broad form comprehensive general liability insurance; and
- ii. \$1,000,000 for errors and omissions or professional liability/malpractice.

B. Contractor shall also furnish County evidence of motor vehicle liability insurance of not less than \$500,000 combined single limit for any motor vehicle operated by Contractor, its agents or employees in the performance of this Agreement.

C. In the event of unilateral cancellation, restriction or modification by the insurance company of Contractor's insurance policies required herein, Contractor shall immediately notify County verbally and in writing.

14. **Debt Limitation and Non-Appropriation.** This Agreement is expressly subject to the debt limitation for Oregon counties set forth in Article XI, Section 10, of the Oregon Constitution, and is contingent upon funds being appropriated therefor. Any provisions herein which would conflict with law are deemed inoperative only to that extent. In the event that sufficient funds shall not be appropriated for the payment of consideration required to be paid under the Agreement, and if County has no funds legally available for consideration from other sources, then County may terminate this Agreement in accordance with Section 11 of this Agreement.

15. **No Third Party Beneficiaries; Successors and Assigns.** The County and Contractor are the only parties to this Agreement and are the only parties entitled to enforce its terms. Nothing in this Agreement gives, is intended to give, or shall be construed to give or to provide any benefit or right, indirectly or otherwise, to third persons unless such third persons are individually identified by name herein and expressly described as intended beneficiaries of the terms of this Agreement. Nothing in this Agreement is intended to require any party to do or undertake any activity which it is not authorized to do. This Agreement shall be binding upon and inure to the benefit of the County, Contractor, and their respective successors and assigns, except that Contractor may not assign or transfer its rights or obligations hereunder or any interest herein without the prior consent in writing of the County, which consent may be withheld for any reason.

16. **Severability.** If any term or provision of this Agreement is declared by a court of competent jurisdiction to be illegal or in conflict with any law, the validity of the remaining terms and provisions shall not be affected, and the rights and obligations of the parties shall be construed and enforced as if this Agreement did not contain the particular term or provision held to be invalid.

17. **Entire Agreement; Waiver.** This Agreement contains the entire understanding of the parties regarding the subject matter of this Agreement and supersedes all prior and contemporaneous negotiations and agreements, whether written or oral, between the parties with respect to the subject matter of this Agreement. The failure of County to enforce any provision of this Agreement shall not constitute a waiver by County of that or any other provision.

18. **Governing Law; Venue.** This Agreement shall be governed by and construed in accordance with the laws of the State of Oregon without regard to principles of conflicts of law. Any claim, suit, action, or proceeding (collectively "Claim") between County and Contractor that arises from or relates to this

Agreement shall be brought and conducted solely and exclusively within the Jefferson County Circuit Court of the State of Oregon; provided, however, if the claim must be brought in a federal forum, then it shall be brought and conducted solely and exclusively within the United States District Court for the District of Oregon. Contractor, by execution of this Agreement, hereby consents to the in personam jurisdiction of said courts.

19. **Attorney Fees.** In the event an action, suit or proceeding, including any and all appeals therefrom, is brought for failure to observe any of the terms of this Agreement, each party shall be responsible for their own attorney fees, expenses, costs and disbursements incurred as a result of said action, suit, proceeding or appeal.

20. **Contractor warranty and covenant concerning tax law compliance.** Contractor represents and warrants that it has complied with the tax laws of this state or political subdivision of this state, including but not limited to ORS 305.620 and ORS chapters 316, 317 and 318. Contractor covenants to continue to comply with the tax laws of this state or a political subdivision of this state during the term of the public contract and Contractor's failure to comply with the tax laws of this state or a political subdivision of this state before Contractor executed the public contract or during the term of the public contract is a default for which a contracting agency may terminate the public contract and seek damages and other relief available under the terms of the public contract or under applicable law.

DATED this 6 day of February, 2024.

CONTRACTOR: Global Grant Services

WILLIAM WEBSTER

By: WILLIAM WEBSTER

Title: Managing Principal Owner

JEFFERSON COUNTY:

Commission Chair

Commissioner

Commissioner

Scope of Work

1. Grant writer attends bi-weekly meetings with County staff to discuss:
 - a. Grant opportunities
 - b. Status of grant applications filed and/or approved.
 - c. Administrative requirements of grant applications being pursued or that have been awarded.

2. Grant Feasibility Research:
 - a. Identify potential grant opportunities based on guidance provide by County staff.
 - b. Attend agency webinar, trainings, events and otherwise to learn about grant requirements.
 - c. Review documentation of grant opportunities and report to County staff on those requirements
 - d. Contact agency staff on behalf of the County to obtain guidance, clarification, or answers to key questions.
 - e. If appropriate, follow up with agency on behalf of the County to staff to determine why grant proposals were not funded and what improvements are needed.

3. Grant Application Preparation:
 - a. Prepare grant applications, as appropriate, on behalf of the County.
 - b. Grant Application Components to be prepared:
 - i. Project descriptions
 - ii. Communicate with funding agency staff about grant requirements, challenges, and other related details.

4. Grant Administration & Reporting:
 - a. Assist County with registration in agency databases, portals, platforms, or otherwise (e.g. Grants.gov.) so that the County may submit grants in a timely manner.
 - b. Keep electronic copies of all grant application materials and provide copies to the County.
 - c. Contact agency staff on behalf of the County to obtain guidance, clarification, or answers to any grant reporting requirements.
 - d. Develop and maintain schedule of key timelines, deliverable, task assignments for grant applications the County will pursue.
 - e. Identify, obtain, and prepare drafts of key grant reporting documents (e.g. financial reports, progress reports, performance reports) from the respective granting agency for the County to finalize and submit.
 - f. Submit amendment request or change of scope to funding agencies.
 - g. Coordinate, schedule, and meet with the appropriate County department(s) to discuss challenges, informational needs, and timelines.
 - h. Coordinate any financial reporting with the County's Finance Department to ensure accurate and timely submission of financial reports.

**February 2024 Accounts Payable
Paid February 2024
Umpqua Bank Issued Checks**

It is hereby ordered that check number 49643 to 49664 be paid totaling **\$274,249.98**

FUND	FUND NAME	AMOUNT ISSUED	VOIDED	TOTAL EXPENSE
101	GENERAL FUND	\$22,763.33		\$22,763.33
202	PUBLIC WORKS	\$9,746.50		\$9,746.50
215	MT. JEFFERSON MEMORIAL PARK	\$181.74		\$181.74
218	FAIR	\$54.75		\$54.75
219	VICTIM'S ASSISTANCE	\$138.23		\$138.23
221	NT	\$856.42		\$856.42
225	COHB-MENTAL HEALTH	\$210,004.54		\$210,004.54
226	PUBLIC LAND CORNER PRES	\$1,454.00		\$1,454.00
230	RURAL DOMESTIC VIOLENCE	\$103.68		\$103.68
239	HEALTH DEPT GRANT FUND	\$6,123.17		\$6,123.17
240	AMERICAN RESCUE FUND	\$20,000.00		\$20,000.00
249	PARK FUND	\$1,705.52		\$1,705.52
254	CJ - ADULT	\$345.57		\$345.57
265	JAIL	\$772.53		\$772.53
TOTAL		\$274,249.98	\$0.00	\$274,249.98

Claims approved and checks dated: 2/9/2024

I, Jeff Rasmussen, hereby attest the above amounts and check numbers are correct.

Jeff Rasmussen, County Administrative Officer

Kelly Simmelink, Commissioner

Wayne Fording, Commissioner

Mark Wunsch, Commissioner

Order Number

Dated

Report Criteria:

Detail report.

Invoices with totals above \$0 included.

Only paid invoices included.

[Report]. Date Paid = 02/09/2024

Vendor Number	Vendor Name	Invoice Date	Invoice Number	Description	Net Invoice Amount	GL Activity Number	GL Period
3004	ACCTECH SOLUTIONS IN	02/01/2024	5565	Jefferson County - Public Health -	2,130.00	303	224
3004	ACCTECH SOLUTIONS IN	02/01/2024	5566	Jefferson County - Public Health -	736.00		224
3004	ACCTECH SOLUTIONS IN	02/01/2024	5567	Jefferson County - Public Health -	440.00		224
3004	ACCTECH SOLUTIONS IN	02/02/2024	5591	Jefferson County - Assessor's Offi	1,783.00		224
1804	ALLISON, SCOTT	02/04/2024	332577	Contracted Cleaning Svc - Gener	5,824.00		224
1804	ALLISON, SCOTT	02/04/2024	332577	Contracted Cleaning Svc - Sr Cen	1,200.00		224
1804	ALLISON, SCOTT	02/04/2024	332577	Less Equip Lease - General	50.00		224
1804	ALLISON, SCOTT	02/04/2024	332577	Less Equip Lease - Sr. Center	50.00		224
1804	ALLISON, SCOTT	02/04/2024	332577	Contracted Cleaning Svc - Goods	1,461.00		224
1804	ALLISON, SCOTT	02/04/2024	332577	Contracted Cleaning - BG	37.50		224
1804	ALLISON, SCOTT	02/04/2024	332577	Contracted Cleaning -FG	37.50		224
3177	BAXTER AUTO PARTS, IN	01/05/2024	7659-50917	Shop Supplies	41.11		224
3177	BAXTER AUTO PARTS, IN	01/05/2024	7659-50968	Shop Supplies	41.11		224
3177	BAXTER AUTO PARTS, IN	01/05/2024	7659-50969	Shop Supplies	26.39		224
3177	BAXTER AUTO PARTS, IN	01/16/2024	7659-51658	Shop Parts #75	223.28		224
3177	BAXTER AUTO PARTS, IN	01/18/2024	7659-51890	Shop Parts #76	60.31		224
3177	BAXTER AUTO PARTS, IN	01/23/2024	7659-52126	Shop Parts	48.36		224
3177	BAXTER AUTO PARTS, IN	01/24/2024	7659-52204	Shop Supplies	391.61		224
3177	BAXTER AUTO PARTS, IN	01/24/2024	7659-52205	Shop Supplies	27.40		224
3177	BAXTER AUTO PARTS, IN	01/25/2024	7659-52341	Shop Parts #23	315.90		224
3177	BAXTER AUTO PARTS, IN	01/31/2024	7659-52727	Shop Parts #71	18.56		224
6447	BESTCARE TREATMENT	01/11/2024	SUBCAPJAN2	PS Subcap Jan 2024	210,004.54		224
2147	CENTURYLINK	01/25/2024	503-T31-4674	Monthly Charges	135.95		224
3590	DAVID M. COREY PH.D.P.	02/03/2024	5367	Post-Offer Evaluations: Admin& Pr	595.00		224
6666	DCBS - FISCAL SERVICE	02/02/2024	02022024	air tank permit	89.60		224
214	DEJARNATT LAND SURV	02/08/2024	2/8/2024	Professional Services - 01/2024	3,245.00		224
214	DEJARNATT LAND SURV	02/08/2024	2/8/2024	Professional Services 01/2024	1,454.00		224
2545	EBERHARD'S DAIRY PRO	02/02/2024	1595904	1/2 PT 1% Milk - 5 Cases	112.20		224
2923	KONE	02/01/2024	871278320	Maintenance Period 2/1-2/29/202	1,455.00		224
2445	LS NETWORKS	02/01/2024	INVC5261	Network Transport - PH to JC Ann	220.59		224
2445	LS NETWORKS	02/01/2024	INVC5261	Network Transport - PH to JC Ann	1,250.00		224
2445	LS NETWORKS	02/01/2024	INVC5261	Network Transport - PW to JC ann	968.09		224
2445	LS NETWORKS	02/01/2024	INVC5261	Network Transport - JC SO to Ann	660.33		224
2445	LS NETWORKS	02/01/2024	INVC5261	Network Transport - JC SO to JC a	660.33		224
2445	LS NETWORKS	02/01/2024	INVC5261	Network Transport - JC Courthous	380.13		224
2445	LS NETWORKS	02/01/2024	INVC5261	Network Transport - JC Courthous	345.57		224
2445	LS NETWORKS	02/01/2024	INVC5261	Network Transport - JC Courthous	138.23		224
2445	LS NETWORKS	02/01/2024	INVC5261	Network Transport - JC Courthous	138.23		224
2445	LS NETWORKS	02/01/2024	INVC5261	Network Transport - JC Courthous	51.84	20	224
2445	LS NETWORKS	02/01/2024	INVC5261	Network Transport - JC Courthous	51.84	19	224
2445	LS NETWORKS	02/01/2024	INVC5261	Internet Transport Service - JC An	856.42		224
2027	OCHIN INC	02/02/2024	61245	CY23 Add Cache License	675.00		224
2027	OCHIN INC	02/02/2024	61245	CY23 Add Cache Licenses	675.00	303	224
3169	PACIFIC OFFICE AUTOM	01/26/2024	976848	15A3929 Meter 12/19-1/19/22024	68.17	303	224
142	PACIFIC POWER	01/25/2024	25442761-003	electric	1,023.35		224
142	PACIFIC POWER	01/25/2024	25442761-004	electric	213.97		224
142	PACIFIC POWER	01/25/2024	25468941-001	DEC/JAN Power Usage	1,927.10		224
142	PACIFIC POWER	01/29/2024	25526761-001	electric	181.74		224
142	PACIFIC POWER	01/26/2024	25530401-001	electric	1,385.89		224
142	PACIFIC POWER	01/01/2024	2575431-004 5	electric	17.25		224
142	PACIFIC POWER	01/25/2024	42301373-002	electric	1,305.54		224
142	PACIFIC POWER	01/25/2024	61796355-001	electric	573.31		224
142	PACIFIC POWER	02/01/2024	61796355-004	electric	319.63		224
2361	PALIN, CONNIE	12/31/2023	2/5/2024	Reimbursement for Witness Fees	55.00		224

Vendor Number	Vendor Name	Invoice Date	Invoice Number	Description	Net Invoice Amount	GL Activity Number	GL Period
8012	PETERSON MACHINERY	01/18/2024	PC130421095	Shop Parts #71	1,690.70		224
8012	PETERSON MACHINERY	01/13/2024	PC550170756	Shop Parts #75	226.78		224
8012	PETERSON MACHINERY	01/16/2024	PC550170802	Shop Parts #68	1,408.53		224
8012	PETERSON MACHINERY	01/18/2024	PC550170871	Shop Supplies	202.48		224
8012	PETERSON MACHINERY	01/25/2024	PC550171061	Shop Parts #71	31.64		224
8012	PETERSON MACHINERY	01/25/2024	PC550171062	Shop Parts #71	29.06		224
1214	RASMUSSEN, JEFF	02/08/2024	2/8/2024	Travel Reimbursement - to & fro -	237.94		224
3458	ROCKN EZ RESCUE RAN	02/05/2024	2/5/2024	Kennel Budget - February 2024 -	20,000.00		224
3596	SAFEWAY	02/05/2024	RESTITUTION	Restitution from Juvenile 1/2 Paid	33.12	38	224
3608	SCARAMUZZO, MELISSA	02/01/2024	2024-02	Power DMS Jan 2024	2,000.00	349	224
3002	SPEAKWRITE LLC	02/01/2024	2DD92CE1	Professional Services	434.37		224
376	TEC EQUIPMENT INC	01/02/2024	112878P3	Shop part #55 & 56	455.96		224
376	TEC EQUIPMENT INC	01/02/2024	112879P3	Shop parts #21	269.60		224
376	TEC EQUIPMENT INC	01/02/2024	112880P3	Shop part #57	374.80		224
376	TEC EQUIPMENT INC	01/18/2024	113074P3	Shop Supplies	278.44		224
376	TEC EQUIPMENT INC	01/23/2024	113122P3	Shop Supplies	115.87		224
376	TEC EQUIPMENT INC	01/26/2024	113122P3X1	Shop Supplies	116.93		224
376	TEC EQUIPMENT INC	01/30/2024	113175P3	Shop Supplies	346.89		224
376	TEC EQUIPMENT INC	01/31/2024	113200P3	Shop Supplies	20.00		224
Grand Totals:					274,249.98		

Dated: _____

Finance Director: _____

Kelly Simmelink: _____

Wayne Fording: _____

Mark Wunsch: _____

County Administrator: _____

Report Criteria:

Detail report

Invoices with totals above \$0 included

Only paid invoices included

[Report] Date Paid = 02/09/2024

ACTION MINUTES

JEFFERSON COUNTY BOARD OF COMMISSIONERS MEETING February 7, 2024

1) Administrative Session (8:15)

1.1 Board of Commissioners & Madras City Council Joint Meeting at BOCC Conference Room beginning at 8:00 a.m.

Mark Wunsch made a motion to approve to the City-County Joint Meeting Consent Agenda. Seconded by Kelly Simmelink. The motion CARRIED. (Ayes - Kelly Simmelink, Wayne Fording, Mark Wunsch; Nays None)

2) Call to Order/Pledge of Allegiance/Invocation

3) Presentations/Awards

4) Changes to the Agenda (Consideration of Submission of Late Items)

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

Bruce & Linda Victorine provided comments regarding flooding on Mintken Lane.

6) Consent Agenda

6.1 January 2024 Accounts Payable Paid January 2024 in the amount of \$40,872.73 - signed by Commission.

6.2 January 2024 Accounts Payable Paid January 2024 in the amount of \$443,887.13 - signed by Commission.

6.3 February 2024 Accounts Payable Paid February 2024 in the amount of \$305,573.71 - signed by Commission.

6.4 January 2024 Credit Card Payable Paid January 2024 in the amount of \$160,876.47 - signed by Commission.

6.5 Certificate of Right to Burial, Certificate No. 2091 - signed by Commission.

6.6 Action Minutes for January 24, 2024 - signed by Commission.

Kelly Simmelink made a motion to approve the Consent Agenda, Items 6.1 through 6.6. Seconded by Mark Wunsch. The motion CARRIED. (Ayes - Kelly Simmelink, Wayne Fording, Mark Wunsch; Nays None)

7) Scheduled Appointments, Action Items, and Public Hearings

7.1 9:30 a.m. - Public Works 2-Year Road Plan & Annual Review of Discretionary Immunity Resolution.

Mark Wunsch made a motion to approve the Public Works 2-Year Road Plan. Seconded by Kelly Simmelink. The motion CARRIED. (Ayes - Kelly Simmelink, Wayne Fording, Mark Wunsch; Nays None)

7.2 10:00 a.m. - Executive Session - ORS 192.660(2)(e) - Real Property Transactions.

Executive Session began at 10:08 a.m. and ended at 10:35 a.m.

7.3 10:15 a.m. - Executive Session - ORS 192.660(2)(h) - Advice of Counsel.

Executive Session began at 10:35 a.m. and ended at 10:58 a.m.

Kelly Simmelink made a motion to approve accepting the terms of a settlement agreement as discussed in executive session and direct counsel to execute any necessary documentation. Seconded by Mark Wunsch. The motion CARRIED. (Ayes - Kelly Simmelink, Wayne Fording, Mark Wunsch; Nays None)

7.4 12:30 p.m. - Budget Committee Meeting.

Wayne Fording made a motion to approve to Dan Tomlinson as Budget Committee Chair. Seconded by Mark Wunsch. The motion CARRIED. (Ayes - Kelly Simmelink, Wayne Fording, Mark Wunsch, Jim Carlson, Mike Seibold, Dan Tomlinson; Nays None)

8) Action Items

8.1 Jefferson County Emergency Plan & Letter of Re-Promulgation - signed by Commission.

Kelly Simmelink made a motion to approve the Jefferson County Emergency Plan & Letter of Re-Promulgation. Seconded by Mark Wunsch. The motion CARRIED. (Ayes - Kelly Simmelink, Wayne Fording, Mark Wunsch; Nays None)

8.2 Purchase Requisition Form for Replacement Glass for Sheriff's Office - signed by Commission.

Kelly Simmelink made a motion to approve the Purchase Requisition Form for Replacement Glass for Sheriff's Office. Seconded by Mark Wunsch. The motion CARRIED. (Ayes - Kelly Simmelink, Wayne Fording, Mark Wunsch; Nays None)

8.3 Proposal for Video Expansion Storage for the Sheriff's Office in the amount of \$10,500.00 - signed by Commission Chair.

Mark Wunsch made a motion to approve the Proposal for Video Expansion Storage for the Sheriff's Office in the amount of \$10,500.00. Seconded by Kelly Simmelink. The motion CARRIED. (Ayes - Kelly Simmelink, Wayne Fording, Mark Wunsch; Nays None)

8.4 Purchase Requestion Form for Portable Radios for the Sheriff's Office - signed by Commission.

Mark Wunsch made a motion to approve the Purchase Requestion Form for five Portable Radios for the Sheriff's Office in the amount up to \$45,000.00 from Motorola. Seconded by Kelly Simmelink. The motion CARRIED. (Ayes - Kelly Simmelink, Wayne Fording, Mark Wunsch; Nays None)

Mark Wunsch made a motion to approve the Purchase Requestion Form for 7 Motorola mobile radios for the Sheriff's Office up to \$67,000 from Fund 507. Seconded by Wayne Fording. The motion CARRIED. (Ayes - Kelly Simmelink, Wayne Fording, Mark Wunsch; Nays None)

8.5 Salary Change Order for Jeremy Faircloth - signed by Commission.

Mark Wunsch made a motion to approve the Salary Change Order for Jeremy Faircloth. Seconded by Kelly Simmelink. The motion CARRIED. (Ayes - Kelly Simmelink, Wayne Fording, Mark Wunsch; Nays None)

8.6 Request for Purchase of Capital Outlay for Public Works Snow Plow - signed by Commission.

Mark Wunsch made a motion to approve the Request for Purchase of Capital Outlay for Public Works Snow Plow in the amount of \$30,906.85. Seconded by Kelly Simmelink. The motion CARRIED. (Ayes - Kelly Simmelink, Wayne Fording, Mark Wunsch; Nays None)

8.7 Amendment to Memorandum of Understanding between Jefferson County and the Crooked River Ranch Club and Maintenance Association - signed by Commission.

Mark Wunsch made a motion to approve the Amendment to Memorandum of Understanding between Jefferson County and the Crooked River Ranch Club and Maintenance Association. Seconded by Kelly Simmelink. The motion CARRIED. (Ayes - Kelly Simmelink, Wayne Fording, Mark Wunsch; Nays None)

8.8 Entertainment Contract between Jefferson County and Grits n' Gravy for the 2024 Jefferson County Fair - signed by Commission Chair.

Kelly Simmelink made a motion to approve the Entertainment Contract between Jefferson County and Grits n' Gravy for the 2024 Jefferson County Fair. Seconded by Mark Wunsch. The motion CARRIED. (Ayes - Kelly Simmelink, Wayne Fording, Mark Wunsch; Nays None)

8.9 Entertainment Contract between Jefferson County and Bright Heart Circus for the 2024 Jefferson County Fair - signed by Commission Chair.

Kelly Simmelink made a motion to approve the Entertainment Contract between Jefferson County and Bright Heart Circus for the 2024 Jefferson County Fair. Seconded by Mark Wunsch. The motion CARRIED. (Ayes - Kelly Simmelink, Wayne Fording, Mark Wunsch; Nays None)

8.10 Contract for Goods and Services between Jefferson County and Flip Flop Sounds - signed by Commission.

Kelly Simmelink made a motion to approve the Contract for Goods and Services between Jefferson County and Flip Flop Sounds for the 2024 Jefferson County Fair. Seconded by Mark Wunsch. The motion CARRIED. (Ayes - Kelly Simmelink, Wayne Fording, Mark Wunsch; Nays None)

8.11 Contract and Agreement between Jefferson County and B Bar D Rodeo Inc. for the 2024 Jefferson County Fair - signed by Commission Chair.

Kelly Simmelink made a motion to approve the Contract and Agreement between Jefferson County and B Bar D Rodeo Inc. for the 2024 Jefferson County Fair. Seconded by Mark Wunsch. The motion CARRIED. (Ayes - Kelly Simmelink, Wayne Fording, Mark Wunsch; Nays None)

8.12 Oregon Department of Transportation Car Seat Funding Grant Application, Project # CP-24-24-14-00 003 - signed by Commission Chair.

Mark Wunsch made a motion to approve the Oregon Department of Transportation Car Seat Funding Grant Application, Project # CP-24-24-14-00 003. Seconded by Kelly Simmelink. The motion CARRIED. (Ayes - Kelly Simmelink, Wayne Fording, Mark Wunsch; Nays None)

8.13 Amendment to PacificSource Community Solutions/Jefferson County Health Department Participating Provider Service Agreement - signed by Commission.

Kelly Simmelink made a motion to approve the Amendment to PacificSource Community Solutions/Jefferson County Health Department Participating Provider Service Agreement. Seconded by Mark Wunsch. The motion CARRIED. (Ayes - Kelly Simmelink, Wayne Fording, Mark Wunsch; Nays None)

8.14 Sixth Amendment to Oregon Health Authority 2023-2025 Intergovernmental Agreement for the Financing of Public Health - signed by Commission Chair.

Kelly Simmelink made a motion to approve the Sixth Amendment to Oregon Health Authority 2023-2025 Intergovernmental Agreement for the Financing of Public Health. Seconded by Mark Wunsch. The motion CARRIED. (Ayes - Kelly Simmelink, Wayne Fording, Mark Wunsch; Nays None)

8.15 Amended Schedule for FY2022-2023 County Projects, Fund 229 - signed by Commission.

Kelly Simmelink made a motion to approve the Amended Schedule for FY2022-2023 County Projects, Fund 229. Seconded by Mark Wunsch. The motion CARRIED. (Ayes - Kelly Simmelink, Wayne Fording, Mark Wunsch; Nays None)

8.16 Letter to Office on Violence Against Women regarding Signing Authority Change GAN - signed by Commission Chair.

Mark Wunsch made a motion to approve the Letter to Office on Violence Against Women regarding Signing Authority Change GAN. Seconded by Kelly Simmelink. The motion CARRIED. (Ayes - Kelly Simmelink, Wayne Fording, Mark Wunsch; Nays None)

8.17 Letter to Senator Merkley & Senator Wyden regarding Oregon FY 2025 Congressional Directed Spending, Community Project Funding in support of Central Oregon Community College Madras Campus Expansion - signed by Commission.

Kelly Simmelink made a motion to approve the Letter to Senator Merkley & Senator Wyden regarding Oregon FY 2025 Congressional Directed Spending, Community Project Funding in support of Central Oregon Community College Madras Campus Expansion. Seconded by Mark Wunsch. The motion CARRIED. (Ayes - Kelly Simmelink, Wayne Fording, Mark Wunsch; Nays None)

8.18 Letter of Appointment for John A. (Jack) Carlson to the Camp Sherman Road District - signed by Commission.

Kelly Simmelink made a motion to approve the Letter of Appointment for John A. (Jack) Carlson to the Camp Sherman Road District. Seconded by Mark Wunsch. The motion CARRIED. (Ayes - Kelly Simmelink, Wayne Fording, Mark Wunsch; Nays None)

9) Elected Official Report(s)/Request(s)

10) Department Heads Report(s)/Request(s)

10.1 Request for 90-day Waiver for Public Works Maintenance Worker I, II or III.

Kelly Simmelink made a motion to approve the Request for 90-day Waiver for Public Works Maintenance Worker I, II or III. Seconded by Mark Wunsch. The motion CARRIED. (Ayes - Kelly Simmelink, Wayne Fording, Mark Wunsch; Nays None)

10.2 Clackamas Drive House Repairs.

Mark Wunsch made a motion to approve the Clackamas Drive House Repairs up to \$45,000.00 out of the Courthouse Debt Reserve Fund. Seconded by Kelly Simmelink. The motion CARRIED. (Ayes - Kelly Simmelink, Wayne Fording, Mark Wunsch; Nays None)

11) County Counsel Report(s)/Request(s)

12) County Administrative Officer Report(s)/Request(s)

12.1 Review/Revise Wastewater Specialist II Job Description.

Kelly Simmelink made a motion to approve the Revised Wastewater Specialist II Job Description. Seconded by Mark Wunsch. The motion CARRIED. (Ayes - Kelly Simmelink, Wayne Fording, Mark Wunsch; Nays None)

12.2 City Request for Funds for Industrial Site Readiness Plan.

Mark Wunsch made a motion to approve to the City Request for Funds for Industrial Site Readiness Plan up to \$20,000.00 from Fund 250 if funds are needed. Seconded by Kelly Simmelink. The motion CARRIED. (Ayes - Kelly Simmelink, Wayne Fording, Mark Wunsch; Nays None)

13) Commission Discussion Items

13.1 Continued discussion regarding American Rescue Plan (ARPA) & CARES Act Funding Programs.

13.2 Property Purchase.

Kelly Simmelink made a motion to approve making an offer to purchase the property referred to as the Miller Lumber Building as discussed in executive session held January 24, 2024 and direct staff to prepare the necessary documents and authorize the board chair or county administrative officer to sign preliminary and closing documents. Seconded by Mark Wunsch. The motion CARRIED. (Ayes - Kelly Simmelink, Wayne Fording, Mark Wunsch; Nays None)

13.3 Non-Rep Salary Matrix.

13.4 Dog Kennel.

13.6 2024 Association of Oregon Counties Dues.

Mark Wunsch made a motion to approve to the 2024 Association of Oregon Counties Dues. Seconded by Kelly Simmelink. The motion CARRIED. (Ayes - Kelly Simmelink, Wayne Fording, Mark Wunsch; Nays None)

Kelly Simmelink made a motion to approve to removing Kate Knop from the Jefferson County Road Agency bank accounts and add Jeff Rasmussen. Seconded by Mark Wunsch. The motion CARRIED. (Ayes - Kelly Simmelink, Wayne Fording, Mark Wunsch; Nays None)

13.5 Jefferson County Fire & EMS Request for Funds.

14) Announcements/Notification of additional Commission Meetings

14.1 Board of Commissioners Special Meeting, February 9, 2024 at 8:15 a.m.

15) Executive Session

15.1 10:00 a.m. - Executive Session - ORS 192.660(2)(e) - Real Property Transactions.

See Item 7.2.

15.2 10:15 a.m. - Executive Session - ORS 192.660(2)(h) - Advice of Counsel.

See Item 7.3.

16) Adjourn

Wayne Fording, Commission Chair

Kelly Simmelink, Commissioner

Mark Wunsch, Commissioner

Attest

Date Signed

ACTION MINUTES

JEFFERSON COUNTY BOARD OF COMMISSIONERS SPECIAL MEETING February 9, 2024

- 1) Call to Order/Pledge of Allegiance
- 2) Changes to the Agenda (Consideration of Submission of Late Items)
- 3) Scheduled Appointments, Action Items, and Public Hearings
 - 3.1 8:15 a.m. - Public Hearing - In the Matter of the Formation of the Madras Aquatic Center Recreation District.

Public hearing opened at 8:16 a.m. and ended at 8:17 a.m.

The Commission made the following findings;

The comprehensive plan, which includes the goals adopted under ORS 197.225, encourages organized recreational opportunities and identifies a lack of developed park facilities in the county to meet the needs for organized sports.

The economic, demographic and sociological trends and projections indicate growth within the identified boundaries which include single and multi-family housing, increased population of recreational participants, and greater demand for organized recreational activities.

Past and prospective physical development of land directly or indirectly affected by formation has occurred and is currently occurring both in the City of Madras and the City of Metolius, which is consistent with the goals of the comprehensive plan to focus recreational needs in more incorporated areas of the County.

The boundary identified in the formation proposal does not include territory that could not benefit from district formation nor does the boundary exclude any property improperly.

- 4) Action Items
 - 4.1 Order In the Matter of the Formation of the Madras Aquatic Center Recreation District and Setting the Time and Place for a Final Hearing Pursuant to ORS 198.810 – signed by Commission.

Kelly Simmelink made a motion to approve to the Order In the Matter of the Formation of the Madras Aquatic Center Recreation District and Setting the Time and Place for a Final Hearing Pursuant to ORS 198.810. Seconded by Mark Wunsch. The motion CARRIED. (Ayes - Kelly Simmelink, Wayne Fording, Mark Wunsch; Nays None)

5) Announcements/Notification of additional Commission Meetings

5.1 Board of Commissioners Special Meeting, February 29, 2024 at 5:00 p.m.

6) Adjourn

Meeting adjourned at 8:20 a.m.

Wayne Fording, Commission Chair

Kelly Simmelink, Commissioner

Mark Wunsch, Commissioner

Attest

Date Signed

**BEFORE THE BOARD OF THE COUNTY COMMISSIONERS
FOR THE COUNTY OF JEFFERSON**

SALARY CHANGE

**IN THE MATTER OF SETTING THE
COMPENSATION OF AN EMPLOYEE**

}
} **SALARY ORDER NO.** _____

Employee Name:
Alison Vanek

Position Title:
Permit Tech III

Department: Community Development

Effective Date: February 21, 2024

Reason:
Temporary - Work out of class assignment until Administrative Supervisor returns to work or until June 20, 2024, whichever occurs first.

DESCRIPTION	CURRENT	REQUEST
Hourly Rate	\$24.27	\$29.13
Monthly Wage	\$4,222.98	\$5,068.62
Grade	D(15)	20(NR)
Step	11	6
Salary Matrix/PERS Class	B	B
Benefit Group	SW	
Applicable Benefits & Other Terms	Once temp assignment is completed, return to Permit Tech III, Grade 17, Step 12 due to certification completed for ICC Permit Tech requirement. Salary anniversary date will change to September 21st. Next step increase would be Step 13 on 09/21/24. No benefits change.	

APPROVED, ADOPTED, AND ORDERED this _____ day of _____, _____

ATTEST: **BOARD OF COMMISSIONERS**
 Department Director: D. J. Egan Commissioner, Chair: _____

Finance Director: _____ Commissioner: _____

County Administrative Officer: _____ Commissioner: _____

GL BUDGET LINE ITEM: _____ - 510 - _____ **ANNIVERSARY DATE:** _____

BEFORE THE BOARD OF THE COUNTY COMMISSIONERS
FOR THE COUNTY OF JEFFERSON

SALARY CHANGE

IN THE MATTER OF SETTING THE
COMPENSATION OF AN EMPLOYEE

}
} SALARY ORDER NO. _____

Employee Name:
Matthew Puntney

Position Title:
Wastewater Specialist II

Department: CDD

Effective Date: 2/21/2024

Reason:

Revised job description (BOCC 2/7/2024) adds Building Inspector certification achievements to go to a higher salary grade and adjusts salary grade in a similar manner that other Building Inspector classifications were adjusted in July 2022.

DESCRIPTION	CURRENT	REQUEST
Hourly Rate	40.72	42.80
Monthly Wage	7,085.28	7,447.20
Grade	N(25)	P(27)
Step	15	13
Salary Matrix/PERS Class	SW-B	SW-B
Benefit Group	SW-B	SW-B
Applicable Benefits & Other Terms	New Salary Anniversary date of Feb. 21st. Will move to Step 14 on 2/21/25	
Employee Signature		

APPROVED, ADOPTED, AND ORDERED this _____ day of _____,

ATTEST:

BOARD OF COMMISSIONERS

Department Director: D. Scott Eckel

Commissioner, Chair: _____

Finance Director: _____

Commissioner: _____

County Administrative Officer: _____

Commissioner: _____

GL BUDGET LINE ITEM: _____ - 510 - _____ SALARY ANNIVERSARY DATE: _____

Jefferson County

Position Description

Position: Wastewater Specialist II – Onsite Septic Program	FLSA: Non-Exempt
Department: Community Development	Salary Grade: Grade 26/O Grade 27/P with additional certifications and responsibilities
Union: Service Workers	Status: Full Time

Summary

Under the direct supervision of the Community Development Department Director the Sanitarian II is responsible for the administration, supervision and execution of the On-Site Septic Program. Services provided by the septic and on-site wastewater program includes evaluating proposed sites for on-site sewage disposal and inspecting newly constructed, existing or failing on-site sewage disposal systems consistent with DEQ codes and County ordinances, and conducting field inspections of same as necessary. Responsible for evaluating and permitting various complex and innovative on-site wastewater treatment systems and determining whether they will safeguard public health and the environment.

Distinguishing Characteristics

This position independently plans, organizes, and carries out job tasks with intermittent review for effectiveness, completeness, and conformance with policies and regulations. Technical guidelines, regulations, and procedures are defined; however, the position must exercise considerable judgement and discretion to deal with unusual or difficult situations. Errors in judgement could have an effect on community health, legal liabilities, and public relations. Responsible for evaluating proposed sites and soils for on-site sewage disposal or inspecting newly constructed, existing or failing on-site sewage disposal systems consistent with Oregon Statutes, DEQ administrative rules, and County ordinances, and conducting field inspections of the same as necessary.

Essential Duties and Responsibilities

- Sets policy within the scope of OAR 340 for on-site septic program.
- Reviews and approves or denies on-site sewage disposal permits and building permits requiring on-site sewage disposal, soil investigations, existing septic system reviews and variance procedures.
- Designs standard or alternative systems to conform with state rules, based on condition of the property.
- Inspects septic systems after installation to determine compliance with state rules. Inspection includes design, materials and grades and piping based on site evaluations and soil characteristic knowledge.
- Answers questions regarding septic system permit processes, soil evaluation studies.
- Conducts on-site soil investigations and evaluation studies; gathers information to determine whether the site is suitable for a septic system; analyzes soil samples and determines if soil characteristics, slope, surface water, and potential ground water sources meet current standards.
- Reviews submitted designs for septic systems based on site and soil characteristics, Department of Environmental Quality rules and County codes.
- Provides technical guidance to the general public regarding septic system installations, site characteristics and repair options for failing septic systems via the telephone, in person or in writing.

- Investigates complaints or observations of State, regional or local environmental law violations; contacts owners or applicants by letter, telephone, and/or in person; and prepares enforcement referrals and recommends appropriate legal action.
- Prepares reports and completes correspondence regarding field investigations; maintains records for septic inspections, certificates and other programs.
- Performs septic evaluations of proposed land use issues as a member of the technical review committee.
- Performs site verification that the structure meets the required setbacks as proposed on the plot plan and is not in conflict with septic or utilities, reviews driveway location and what standards will be required or that existing meets current standard.
- Reviews site to determine what requirements need to be met to meet current driveway standards. Inspect driveway once built to make sure it is built to specifications.
- Supervision of other employees is not a responsibility of positions in this classification. However, an employee may assume lead responsibility for others including overseeing the work of employees who possess an Environmental Health Specialist Trainee license or Wastewater Specialist Trainee license in accordance with ORS Chapter 700.
- May be assigned addressing of properties and reviewing, approving, and changing road names or addressing conflicts and making corrections.
- May be assigned site verifications for site plans and driveway standards and for building codes requirements.
- Regular attendance is an essential function of the position.
- Performs other duties as assigned that support the overall objective of the position and department.

Qualifications

▪ Knowledge and Skills

Working knowledge of Department of Environmental Quality regulations; general principles of geology, hydrology and soil science; septic design, septic system design standards and practices; basic math and statistics; on-site septic system field inspection procedures and practices; County permit process and regulations; Residential Building Codes; English grammar and composition. Skill to interpret scale drawings; determine soil profiles; discriminate between functional, marginal and non-functional septic systems; provide advice on septic system installations; communicate effectively, both orally and in writing; prepare detailed reports; establish and maintain effective working relationships.

▪ Abilities

Ability to prioritize work assignments, to orient, train or coach other employees. Ability to review the work of others. Ability to lead a team of co-workers, convey technical concepts with others, resolve conflict with outside customers and convey a positive image of the County.

▪ Physical Abilities

Ability to work at a computer screen for extended periods of time, to walk, sit, stand, bend stoop, kneel and crawl occasionally. Ability to lift more than 30 lbs and use rapid finger, hand and arm movement when necessary. Ability to perform work where ventilation, airborne fumes, noise, temperatures extremes and exposure to infections exist. On job site with uneven ground and ability to maneuver in and out of test pits that are more than three feet deep. Position requires a post offer physical capacity test based on duties of this job description.

▪ Education and Experience

Sufficient education and experience to possess and maintain licensing as a State of Oregon

Environmental Health Specialist or Wastewater Specialist. Preference for employees with at least 2 years' experience as a Wastewater Specialist.

▪ **Licenses and Certificates**

Environmental Health Specialist or Wastewater Specialist registration is required. Out-of-state state issued certifications to perform similar work shall have 90 days to obtain State of Oregon certificates. Ability to acquire a valid Oregon driver's license with an acceptable driving record and the ability to obtain a residential building certification.

▪ **Working Conditions**

Work is performed indoors and outdoors where some safety considerations exist from physical labor and handling of light-to-medium weight, yet, awkward materials. The work environment may be physically difficult, and involve some risks and discomfort, sometimes in adverse weather conditions. Field work which requires climbing, bending, and use of site evaluation and inspection equipment in all types of weather at sites where wastes may be present.

▪ **Probationary Requirement**

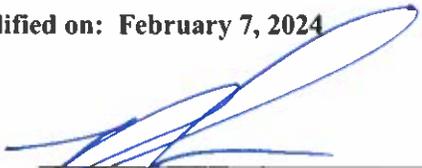
This position is based on the successful completion of a nine-month probationary period.

Advancement to Salary Grade to Grade 27

Oregon Residential Building Inspector and/or Certified Restaurant/Food Inspector

- Have or obtain all of the following Oregon Inspector Certifications: Residential Electrical (CAE), Residential Plumbing (CAP), and Residential Structural (CAS), or
- Have an Oregon restaurant/food inspector certification and be assigned inspection duties.

Modified on: February 7, 2024



 Employee Signature

2/8/24

 Date Signed

D. Scott Eder

 Supervisor Signature

2/8/24

 Date Signed

BEFORE THE BOARD OF THE COUNTY COMMISSIONERS
FOR THE COUNTY OF JEFFERSON

SALARY CHANGE

IN THE MATTER OF SETTING THE
COMPENSATION OF AN EMPLOYEE

}
} SALARY ORDER NO. _____

Employee Name:
Phil Stenbeck

Position Title:
Interim CDD Director/Planning Services Manager

Department: CDD

Effective Date: 2/21/2024

Reason:
Step-up pay for taking on Interim Community Development Department Director duties until new Director begins employment.

DESCRIPTION	CURRENT	REQUEST
Hourly Rate	51.15	57.97
Monthly Wage	6,675.08 (0.75 FTE)	7,565.09 (0.75 FTE)
Grade	30	35
Step	15	9
Salary Matrix/PERS Class	NR-A	NR-A
Benefit Group	NR-A	NR-A
Applicable Benefits & Other Terms	Step up pay stops at the end of the pay period the new Director begins.	
Employee Signature		

APPROVED, ADOPTED, AND ORDERED this _____ day of _____,

ATTEST: BOARD OF COMMISSIONERS
Department Director: D. Scott Edah Commissioner, Chair: _____

Finance Director: _____ Commissioner: _____

County Administrative Officer: _____ Commissioner: _____

GL BUDGET LINE ITEM: _____ - 510 - _____ SALARY ANNIVERSARY DATE: _____

AGENDA ITEM COVERSHEET

Admin. Session
 Action Item

Consent Agenda
 Report/Request

Public Hearing
 Other/Announcements

Agenda Item Title (Do not put in all-caps):

Conversion of Zoning Ordinance and Migration of County Code to Modern Platform

Department: Community Development/Administration **Date Submitted:** February 9, 2024

Contact Person: _____ **Phone:** _____

Effective Dates of Contract/Grant/ Proposal: February 14, 2024 or when signed by County

Amount of Contract/Grant/Proposal: \$10,000 **Requested Agenda Date:** February 14, 2024

Reviewed By: (Signature and Date Required) **Director/Elected Official:** _____

Finance Director: _____

County Counsel: _____

CAO: _____

AGENDA ITEM BRIEF DESCRIPTION:

Staff request to convert County Zoning Ordinance to electronic format and publish on Code Publishing Company's Modern platform and migrate the County Code to the Modern platform.

BACKGROUND/SUMMARY STATEMENT:

Converting the Zoning Ordinance to an electronic format will make it significantly more accessible to both the public and county staff and will help to ensure the most recent version of the ordinance is being used. Publishing it on the Modern platform and Migrating the County Code to the same platform will ensure the county is utilizing the most up-to-date online services, including the ability to track changes to the Zoning Ordinance and County Code over time. The total cost is \$10,000 plus annual web hosting and web update as well as fees for additional services.

RECOMMENDATION: (i.e., Discussion, Discussion/Action, Introduction, Presentation, or Information)

Staff recommends the board approve and sign the Authorization Agreement.

REQUESTED ACTION: (Exact action requested of Commissioners in the form of a motion)

Staff requests approval by the Board of Commissioners and signing of the Authorization Agreement

ATTACHMENTS: Proposal for Migration and Conversion Services

POST ACTION INSTRUCTIONS: (Fully executed originals will be retained for the official record)

Please send signed Authorization Agreement to Emily Wood at Code Publishing Company - ewood@generalcode.com



A GENERAL CODE COMPANY

Proposal for Migration and Conversion Services

PREPARED FOR:

Jefferson County, Oregon

PREPARED BY:

EMILY WOOD

CODIFICATION ACCOUNT MANAGER

ewood@generalcode.com

800.836.8834

DATE:

February 7, 2024

(Valid for six months)

Table of Contents

Executive Summary	1
Recommended Solution	2
Project Materials	3
Investment Details and Options	5
Performance and Payment Schedule	7
Web Features and Enhancements	7
Authorization Agreement.....	9
Appendix	10

Executive Summary

A thorough review of your request has given us a better understanding of your unique needs and helped us determine ways that we can partner with you to make Jefferson County's code and zoning ordinance more useful and effective resources for your community. The executive summary below serves as an overview for building a collaborative codification solution that can help the County achieve its goals.

Migration is the initial process of moving your files to our Modern platform to create a new web-based code. Updating is the process of taking new amendments and codifying them in the code and zoning ordinance, both printed and online. To complete this process, Code Publishing Company, a General Code® Company, shall provide codification and hosting services, including but not limited to: migration, editing, proofreading, creation of electronic files, printing and print subscription services, and code archiving.

The Solution

- > **Migration of the County's Existing Code to the CPC Modern Platform**
Code Publishing will provide the County with an online code that is clear and easy for your community to access and use.
- > **Conversion of the County's Zoning Ordinance to the CPC Modern Platform**
Code Publishing will provide the County with an online zoning ordinance that is clear and easy for your community to access and use.
- > **On-Going Supplementation**
In order to maintain your code and zoning ordinance as accurate and reliable resources, it is important that the County keep these up-to-date after migration. Our supplementation services are designed to make the process easy, fast, and accurate.

Jefferson County's Investment

\$10,000

A detailed breakdown of the investment and available options can be found in the Investment Details and Options section of this proposal.

Recommended Solution

Migration of your code and zoning ordinance is a highly technical and detailed process that we have completed for many of our clients' codes utilizing the new Modern format. Because we specialize in a range of digital services, our team can review your current codes and updates and process your request more quickly. Our staff works closely with yours so that questions are resolved easily, and we deliver consistently high quality.

Migration

Once the migration project is approved, our editorial staff begins reviewing the existing file set of your code and zoning ordinance for style and inconsistencies.

After the existing files are reviewed, we start importing into our Modern publishing platform. We understand the need for high editorial standards in your code and zoning ordinance and fully stand behind all our work.

Update Services Post Migration

As new ordinances are passed, a municipal staff member will upload new ordinances to a private portal web site managed by CPC. Receipt is confirmed through email, and then the project is assigned to an editor. After confirming with the municipality to ensure all ordinances have been received, the editor selects the affected areas of the code and/or zoning ordinance, changes the text, updates the index and ordinance table, assigns the revised pages to a proofreader, and notifies the municipality of any concerns. Revised pages for insertion in printed books will be prepared, and the online code and zoning ordinance will be updated to reflect the new legislation.

Print Code Updates – Supplements

During the print supplement process, we update the preface, statutory references, and index. We also create a directions page detailing how to remove obsolete pages and add new pages to reflect the changes. Formatting and editorial styles are kept consistent. There are no annual fees, storage fees, or minimums.

Update schedules are set according to client preference; for example, monthly, quarterly, semiannually, annually, or on an "as-needed" basis, etc. The frequency is something you can determine during the initial consultation period or re-evaluate later.

Web-Based Updates

Web updates include ordinances, history notes, and the disposition table(s), as well as validating internal cross-references and citations to state statutes.

All our clients receive online on-demand updates, meaning that new ordinances will be incorporated into the online code and zoning ordinance on their effective date or within a week of our receiving them. With Code Publishing Company, you can be certain your ordinances are always up to date online.

We are also able to host PDF files of the new ordinances, linked from the sections they will be affecting, with services like Pending Updates, or to highlight recently updated sections using Recent Updates. Other features and enhancements are available and are outlined below.

Project Materials

Source Materials

Code Publishing will use the following source materials for the codification project:

- > A copy of the Town's 2008 code, as updated to Ordinance No. O-14-23
- > A copy of the Towns Zoning ordinance, as amended through June 2019 and 3 subsequent ordinances adopted in 2023

Project Scope

This proposal and the scope of this project consider only the legislation submitted for review as listed above. The processing, review, and inclusion of any materials not submitted are outside the project scope as proposed and therefore may be subject to additional charges. We request that Jefferson County set up a process to routinely send any new legislation upon adoption. This additional legislation will be included in the code and/or zoning ordinance up to the point where the editorial work has been completed and will be subject to an additional charge at the end of the project.

Project Steps

Preparation

- Customer delivers the signed contract and materials.
- CPC provides page layout and consistent formatting style to be approved by customer.
- Any new files are converted to CPC's publishing system. CPC editorial staff reviews entire code and zoning ordinance for formatting and missing material.

Converting the Code

- Editor analyzes and converts files, adds new ordinances.
- Editor contacts customer to clarify problems, inconsistencies.

Internet Hosting: HTML Files Created

- Code and zoning ordinance converted and uploaded to public server. Requested web enhancements are added.
- Web proofing and corrections made. Customer notified code and zoning ordinance are online.

Printing the Code

- The code and zoning ordinance are reformatted and repaginated, and a PDF file or hard copy of the new full code is provided to the customer.
- CPC will verify whether the County wants to keep the printed index.

Training and Support

Training and Support are provided through our Customer Relations and training team including:

- Formal delivery and hand off delivered by training specialist after every project.
- Help Desk Support on all platforms and portals.
- Dedicated Client care advocate for questions, quotes, and research.

Supplementation

Preparation

- The client uploads electronic files (in both word processing format and scanned PDF) of each new signed original ordinance/resolution to CPC. Receipt is confirmed by the client prior to codification by CPC via email.

Online Updates, Pending Updates and Online On-Demand (OLOD)

- With Pending Update service, PDF files of signed original ordinances/resolutions are posted with highlighted alerts to sections, chapters, titles and Ordinance/Resolution List pending codification.
- With online on-demand service, new ordinances are edited, proofed, codified into the online code and zoning ordinance as they are passed.

Printed Supplements

- Editorial updates to the printed code and zoning ordinance are prepared. Includes formatting of affected pages, etc.

Investment Details and Options

Migration of Existing Code of Ordinances \$2,250

Services included with the migration project:

- > Project Launch
- > Migration of Code

Final deliverables included with the codification project:

- > Web Hosting online, 1st year
- > Publication of 3 Code Volumes for insertion in existing binders
- > Customizable Tabs
- > Training and Support

Conversion of Zoning Ordinance \$7,750

Services included with the conversion project:

- > Project Launch
- > Conversion of Zoning Ordinance

Final deliverables included with the codification project:

- > Web Hosting online, 1st year
- > Training and Support

Ongoing Services

Web Hosting Annual Maintenance \$650

The maintenance fee is an annual recurring flat fee including any web enhancements, web updates and document hosting that begins one year from the initial posting of your code online. Therefore, we recommend that the County budget for this service each year. Please note that this does not include the cost for codifying new legislation.

Web Update Annual Maintenance \$180

Supplement Fees

Our editorial team will review all ordinances received to determine whether the ordinance should be included in your code; where the ordinance should be placed; whether the ordinance conflicts with your existing code format; what material should be removed from your existing code; whether history notes will be added; what tables will be updated; and whether the table of contents in the front of the code and at the chapter/title level should be amended. If any significant errors or numbering issues are noted, your editor will contact you for clarification. Our editorial team will make no substantive changes to your legislation; however, minor typographical errors will be corrected as part of the supplement process. Should the editorial, legal, or proofreading team find discrepancies in your ordinances, we will communicate with you promptly.

- Editorial Rate \$23.50 per page
- Graphics, maps, tables, diagrams \$15.00 per page
- PDF file for in-house printing/archives – cumulative supp (new pages) \$23.50 per page
- Printed copies during a traditional or cumulative supplement Pricing upon request
- Full Print PDF or print copy – editorial work (instead of cumulative supp) \$75 per hour
- Shipping and Handling Shipping Cost

Fees may be increased annually consistent with the Producer Price Index for Publishing Industries, published by the U.S. Dept. of Labor.

Optional Web Enhancements

- > Version Annual Maintenance \$75
- > Recent Updates Annual Maintenance \$180
- > Pending Updates Annual Maintenance \$110
- > Definitions Previews Annual Maintenance \$295 after one-time setup fee/Price provided upon request
- > Document Hosting Pricing upon request

Performance and Payment Schedule

Deliverable	Delivery Date	Payment Milestone
Contract Signing	Within 30 days of contract signing	20% of total project price due
Delivery of the Code	Within 30 days of approval to proceed with the publication of the Code	Balance of total project price due

Performance schedule reflects only business days excluding legal holidays.

Web Features and Enhancements

- ☒ **Standard Web Hosting Package**
\$650.00 annually plus
\$180 annually for Web Updates
 - **Settings** – Click on the settings icon to change font contrast, size, type, and line spacing. ADA settings are here.
 - **Browse Nested Subsections** – For codes with several levels of nested subsections, the subsection alphanumeric(s) display and can be shared or printed.
 - **Smart Search** – Returns the most relevant results, understands Boolean terms and includes multiple documents (see *Additional Document Hosting*). Chapters, sections and subsections also have their own "Search within This" tool.
 - **Search All Codes** – This is our "Explore Codes" option in the user portal. There is no extra charge to search all codes in our database. Search within specific states or all states.
 - **Share** – Print, save or share sections. Save as Word, PDF, etc., share via email or social media.
 - **Sticky Table Headers** – *Headers* remain fixed while scrolling through a long table.
 - **Code Citations** - Links to **internal** (including subsections) and **federal** code *sections* where cited. See the **Federal Code Citation** table. See *Previews* below.
 - **Legislative History** – Filterable list of legislation. Clicking an enactment number brings up related information, including *links* to affected sections. Pending legislation is included. See also *History Linking* below.
 - **History Linking** – Links between history notes and enactments on the *Legislative History* page, with timelines. See also *Additional Document Hosting*.
 - **Custom Interface** – Customized look and feel, with banner, menus, fonts, colors and photos to match your website.
 - **Web Updates** – Flat rate pricing for posting all updates to your online code.

Optional Enhancements

Versions – View and search previous versions of the code, and compare sections with markup (redlining) of changes.

\$75.00 per year

Definition Previews – Includes Section Preview, Footnote Preview and Definition Preview (primarily for zoning). Hover over relevant citations or defined request words to display pop-up text previews.

\$295.00 per year plus one-time setup fee/Price provided upon request

Optional Tracking Updates

Pending Updates – Highlights sections affected by ordinances pending codification with a blue “Amended” tag in the table of contents and the code.

\$110.00 per year

Tags are linked to PDF files of new ordinances. Tags and PDF files are removed after the ordinances are codified.

Recent Updates – Highlights sections containing recently codified ordinances with a green “Revised” tag in the table of contents and the code. Tags are removed after six months or on a custom schedule.

\$180.00 per year

Hosting Other Documents

Additional Document Hosting – Policy documents, agreements, handbooks, planning documents, manuals, etc., hosted in searchable PDF or HTML** format on code site.

Pricing upon request

***HTML format has additional conversion fees; ask for quote.*

Authorization Agreement

Jefferson County, Oregon, February 7, 2024

Jefferson County, Oregon, hereby agrees to the procedures set forth in this proposal and authorizes Code Publishing Company to convert the materials listed in the Source Materials and Project Scope portions of this proposal.

Code Migration Price, including 1st year Web Hosting and Web Update \$10,000

Zoning Ordinance Conversion Price, including 1st year Web Hosting and Web Update \$7,750

Optional Web Enhancements

- Versions-Annual \$75
- Definition Previews-Annual \$295 (plus one-time setup fee/ Price provided upon request)
- Pending Updates-Annual \$110
- Recent Updates-Annual \$180
- Document Hosting Pricing upon request

Total Optional Components \$ _____

Total Investment

Including all the options selected above, the total project price will be: \$ _____

Jefferson County, Oregon, hereby agrees to the procedures outlined above, and to *General Code's* Codification Terms and Conditions, which are available at <http://www.generalcode.com/terms-and-conditions-documents/>.

Jefferson County, Oregon

By: _____ Witnessed by: _____

Title: _____ Title: _____

Date: _____ Date: _____

GENERAL CODE, LLC

By: _____ Witnessed by: _____

Title: _____ Title: _____

Date: _____ Date: _____

This document serves both as a proposal and as an agreement. To accept this proposal and delegate authority to *General Code* to administer the codification project, complete the form above, including authorized signatures. A signed copy of this agreement will be mailed back to Jefferson County for its records.

Scan and email the completed form to contracts@generalcode.com. You may also return it by mail to *General Code*, 781 Elmgrove Road, Rochester, NY 14624.



Appendix

Code Publishing's Experience

More than 4000 cities, counties, service districts, towns, villages and Native American tribes across the continental U.S., Alaska, and Canada use our codification services. Their populations range from 150 residents to 1.5 million – we are equipped to manage any scale.

Together with General Code, we employ over 150 code experts with have over 60 years of servicing *local governments and* have worked with more than 4,000 communities to build, maintain, and publish Codes that are clear, accessible, and easy-to-use. We have assembled a staff of highly trained project managers, editorial assistants, attorneys, legal editors, production staff, account managers, training specialists, service representatives, and software engineers that have unique expertise in codification. With backgrounds in municipal law and local government and an average of 17 years of hands-on experience working with municipalities, every segment of our team is uniquely qualified to partner with your community.

Each year, General Code and Code Publishing prepares over 3,000 Code supplements and publishes over 125 new Codes providing, online hosting, printed supplements, and subscriptions services for municipal staff, local businesses, and community residents.

A Member of the ICC Family of Solutions

The International Code Council is the leading global source of model codes and standards and building safety solutions. Code Council codes, standards and solutions are used to ensure safe, affordable, and sustainable communities and buildings worldwide.

Expertise

Our centralized location in Seattle, Washington, allows not only thorough and efficient communication between current employees, but also the promise of the most qualified future hires. Already a global high-tech hub, we attract a wealth of technical, editorial, and legal experts. With 25 west coast employees focusing on solutions that meet the needs of our clients and ensuring projects are completed accurately we are available on your schedule, every time you call.

Skilled codification editors and proofreaders are at the core of what we do. With support from modern desktop publishing systems and custom software to maximize efficiency, our staff ensures that no detail goes overlooked.

Innovation

We have consistently led the industry in providing new features and options for municipal codes on the web because we are always searching for new ways to serve our clients.

CPC's online code format allows constant innovation. It is text-based and frameless, ADA compatible, and works seamlessly with all browsers and mobile devices.

Our web offerings are designed to make browsing and searching the code easy, and we tailor the look and feel of the web-based code to meet your needs.

Services and Support

CPC staff can answer questions about codification, help with technical issues, and research older versions of your code. We archive everything, including print supplements, full codes, and web content files.

A Member of the ICC Family of Solutions



BEFORE THE BOARD OF COMMISSIONERS OF
JEFFERSON COUNTY
PURCHASE REQUISITION FORM

M: _____

Department/Office: Public Health Date: 2/8/2024

Are three or more informal estimates/bids attached? Check YES NO

\$3,000 - \$9,999

Item Requested: <i>(Explain what the item is)</i>	\$4,506.00 for Zeiss Primo Star 3 HD Clinical Microscope with Built-in HD Camera. RH Infrastructure funding \$31,450.
--	---

General Ledger # 239 101 520 2115 321

Is there sufficient funds in your current budget line? (check yes or no) YES NO

NT Equipment Approval: Network Administrator

Submitted By: Department Director/Elected Official
Michael Baker, PH Director

Approved by: County Administrative Officer (CAO)

\$10,000 - \$149,999

Item Requested: <i>(Explain what the item is)</i>	
--	--

General Ledger # _____

Is there sufficient funds in your current budget line? (check yes or no) YES NO

BOARD OF COMMISSIONERS:

Purchases of \$150,000 and above must meet competitive bidding process required by JCC 3.04. Consult with County Counsel.

Kelly Simmelink, Commission Chair

Wayne Fording, Commissioner

Mark Wunsch, Commissioner

Attest:

Lyndsay Hessel, Assistant

Bartels & Stout, Inc.

PO Box 6755
Bellevue, WA 98008
(425) 453-1705 Ph.
www.bartelsandstout.com

Quotation QRS24-034**Feb 8, 2024****Valid for 30 days**

Quoted to

Katie Russell
Jefferson County Public Health Dept
500 NE A St, Ste 102,
Madras, OR 97741
(541) 475-4456 x4208
katie.russell@publichealth.jeffersoncountyor.gov

Details

Zeiss Primo Star 3 HD Clinical Microscope with Built-in HD Camera

Item	Description	Quantity	Price	Ext
415501-0071-000	<p>Primostar 3, fix-K, bi, cam, FOV20, 4 pos, ABBE 0.9, 75x40</p> <p>Primostar 3, fix-K, bi, cam, FOV20, 4 pos, ABBE 0.9, 75x40 Complete configuration with fixed-Köhler stand including - Transmitted light illumination LED 1W white light, 5700K - 4-position nosepiece, tilted backwards - mechanical rackless stage 75x40, drive right and specimen holder for one slide with spring clip left - binocular tube 25°/22 with integrated camera 8MP - eyepieces 10x/20 Bi.foc. with eyecups, 1x with pointer - objectives iPlan-Achromat 4x, 10x, 40x - Abbe condenser 0.9/1.25 with slot - 5V USB port - Country-specific power cable - dust cover Camera specification Sensor: Sony CMOS image sensor Color, Rolling Shutter Number of Pixel: 3540 (H) x 2160 (V) = 8.3MP, Ultra HD (4K) Scalability: Resolution: 3840 x 2160 = Ultra HD (4K) and 1920 x 1080 = Full HD (1080p) Pixel size: 1.65 µm x 1.85 µm Effective Area: 7.1 mm x 4.0 mm, equivalent to 1/2.1" (8.15 mm diagonal) Spectral range: approx. 400 nm - 700 nm IR filter Stand-alone: Image storage format: TIFF or JPG Video stream format: mpeg4 Live frame rate via HDMI: 30 fps @ 4K/1080p (also with HDR) Live frame rate through software via Ethernet or USB 3.0 (depending on hardware and software configuration), Exp. Time 1 ms; 1 x V Frame rate: 3340 x 2160 up to 15 fps (ZEN blue edition) 1920 x 1080 up to 27 fps (ZEN blue edition) 1920 x 1080 up to 30 fps (Labscope) Digitization: 8-bit/pixel Integration time: 0.05 ms up to 1 s Interfaces for Communication: HDMI for monitor USB 3.0 Type C for USB hub, flash drive, Wi-Fi adapter or PC connection Ethernet (RJ45) for LAN connection Optical interface: integrated adapter Max. file size per image: tiff up to: 24 MB (not content dependent) jpg up to: approx. 0.5 MB - 3.3MB (content dependent) Size/Weight: approx. 135 x 97 x 54mm / 590 g Passive cooling by aluminium cooling fins on the cover plate Environmental conditions: +10°C to +40°C, max. 75% relative air humidity at 35°C, no condensation, free air circulation required Operating systems for ZEN: Windows 10 x64 Prof./Ultimate and higher for Labscope; Windows 7/10 x64 Prof./Ultimate and iOS v11 and higher Supported Application Software: ZEN blue v3.0 and higher (includes ZEN lite/pro/system) ZEN core v2.7 and higher (includes ZEN starter/core) Labscope v2.9 (win/v2.8.3 (iOS) and higher TWIN plugin; Software interface to control camera by 3rd party application software The camera is network-enabled and can be used with the ZEISS iOS App and Labscope software. The App is available as a free download from the Apple App Store. Unless otherwise stated by the distributor, iPad and WLAN router are not supplied by ZEISS</p>	1	\$3,915.00	\$3,915.00

Account Manager

Ron Smircich
rons@bartelsandstout.com
(801) 282-9130 Ph.
(425) 822-1685 Fax

RMS-M19-M31

Page 1 of 3

Bartels & Stout, Inc.

PO Box 6755
 Bellevue, WA 98008
 (425) 453-1705 Ph.
 www.bartelsandstout.com

Quotation QRS24-034

Item	Description	Quantity	Price	Ext.
415501-1641-000	Objective iPlan-Achromat 100x/1.25 Oil for Primostar 3 Objective iPlan-Achromat 100x/1.25 Oil for Primostar 3 (WD=0.27mm), incl. Immersion oil, 5 ml	1	\$447.00	\$447.00
426570-9110-000	Wi-Fi adapter package (O) Wi-Fi adapter package (O) consisting of Wireless Network Adapter and USB Relator USB Type-C to Type-A	1	\$43.00	\$43.00
Shipping Primo Star Z1	Shipping - Primo Star Zone 1	1	\$101.00	\$101.00

Send Purchase Orders To: info@bartelsandstout.com

TERMS: NET 30 **FOB: Ship Point-- Prepaid & Added**
PRICE SUBJECT TO CHANGE WITHOUT NOTICE
Credit cards are accepted for purchases up to a limit of \$5,000

Subtotal **\$4,506.00**

Total **\$4,506.00**

Account Manager

Ron Smircich
rons@bartelsandstout.com
 (801) 232-9130 Ph.
 (425) 822-1685 Fax

RMS-M13-M31

Page 2 of 3

Bartels & Stout, Inc.

PO Box 6765
 Bellevue, WA 98008
 (425) 453-1705 Ph.
 www.bartelsandstout.com

Quotation QRS24-034

Important Information About These Terms and Conditions: These Terms and Conditions constitute a binding contract between Customer and Seller and are referred to herein as either "Terms and Conditions" or this "Agreement". Customer accepts these Terms and Conditions by make a purchase from or placing and order with Seller or otherwise requesting products (the "Products").

Governing Law: This agreement is governed by and construed under State laws applicable to contracts made. Customer consents to the jurisdiction of the federal and state courts located therein, submits to the jurisdiction thereof and waives the right to change venue. Customer further consents to the exercise of personal jurisdiction by any such court with respect to any such proceeding. The Parties will negotiate in good faith to resolve any dispute arising between them, and those negotiations will be considered as settlement discussions and not subject to discovery.

Taxes: Customer will pay for and will indemnify and hold Seller harmless from any applicable sales, use, transaction, excise, or similar taxes and any federal, state, or local fees or charges (including, but not limited to, environmental or similar fees), imposed on, in respect of or otherwise associated with the Products. Customers must claim any exemption from such taxes, fees, or charges at the time of purchase and provide Seller with a tax exemption certificate acceptable to the taxing authorities.

Payments: Orders are not binding upon seller until accepted by Seller. Customer agrees to pay the total purchase price for the Products plus shipping (to the extent shipping is not prepaid by Customer). Standard payment terms are Net 30 days for date of invoice unless otherwise stated on this quotation. In the event of a payment default, Customer will be responsible for all of Seller's cost of collection, including, but not limited to, court costs, filing fees and attorneys' fees. Seller reserves the right to restrict the terms of payment or to require or to required payment prior to time of shipment if in Seller's opinion circumstances do not warrant shipment under Seller's standard terms. Acceptable forms of payment are: cashier's or personal check, money order, direct deposit or wire transfer. Credit cards are accepted for purchases up to a limit of \$5000.00.

Delivery: Seller will not be responsible for and no liability shall result to Seller for any delays in delivery which result from any circumstances beyond Seller's reasonable control, including, but not limited to, Product unavailability, unavailability of Customer supplied components, carrier delays, delays due to fire, severe weather conditions, failure of power, labor problems, acts of war, terrorism, embargo, acts of God or acts or laws of any government or agency. Any shipping dates provided by Seller are estimates only.

Export: The Products may be subject to United States Export Administration Regulations and diversion contrary to U.S. law is prohibited. Customer agrees that it will not divert, us, export, or re-export such items contrary to United States law. Customer expressly acknowledges and agrees that it will not export, re-export, or provide such items to any entity or person within any country that is subject to United States economic sanctions imposing comprehensive embargoes without obtaining prior authorization for the United States Government. Customer also expressly acknowledges and agrees that it will not export, re-export, or provide such items to entities and persons that are ineligible under United States law to receive such items, including but not limited to, any person or entity on the United States Treasury Department's list of Specially Designated Nationals or on the United States Commerce Department's Denied Persons List, Entity List or Unverified List.

Return Policy: Undamaged components are the only type products that may be returned, provided that the customer has obtained a written return authorization for Seller. All such returns must be requested within 21 days of product installation. Returned Products must be in new condition and in the original packaging. Credit for authorized returns will be issued at invoiced amount, less freight costs and restocking fees. Software, electronic parts (e.g., printed circuit boards), immersion oil objectives, and consumable items (e.g., bulbs, immersion oils) are not returnable.

Cancellation Policy: Buyer may cancel an order at any time prior to shipping of the Products. Any expenses that Seller will incur as a result of the cancellation, including but not limited to shipping costs, manufacturers restocking fees and administrative costs, will be charged to the buyer.

Limited Liability: No warranty, condition or representation, express, implied, oral or statutory, is provided, including, without limitation, any warranty, condition or representation of merchantability or fitness for a particular purpose. Bartels & Stout, Inc. Shall not be liable for any special, consequential, incidental, exemplary or indirect costs or damages, including without limitation, litigation costs, installation and removal costs, loss of data, production or profit arising from any cause whatsoever, regardless of the form of the action, whether in contract, tort (including negligence), strict liability or otherwise, even if advised of the possibility of such costs or damages.

Account Manager

Ron Smircich
 rons@bartelsandstout.com
 (801) 232-9130 Ph.
 (425) 822-1685 Fax

BEFORE THE BOARD OF COMMISSIONERS OF
JEFFERSON COUNTY
PURCHASE REQUISITION FORM

M: _____

Department/Office: Public Health Date: 2/8/2024

Are three or more informal estimates/bids attached? Check YES NO

\$3,000 - \$9,999

Item Requested: <i>(Explain what the item is)</i>	\$6,447.00 for a Biomedical Refrigerator with Freezer combination to replace the 'home' refrigerator in the lab. RH Infrastructure funding \$31,450.
--	--

General Ledger # 239 - 101 - 520 - 2115 - 321

Is there sufficient funds in your current budget line? (check yes or no) YES NO

NT Equipment Approval: Network Administrator

Submitted By: Department Director/lected Official
Michael Baker, PH Director

Approved by: County Administrative Officer (CAO)

\$10,000 - \$149,999

Item Requested: <i>(Explain what the item is)</i>	
--	--

General Ledger # _____

Is there sufficient funds in your current budget line? (check yes or no) YES NO

BOARD OF COMMISSIONERS:

Purchases of \$150,000 and above must meet competitive bidding process required by JCC 3.04. Consult with County Counsel.

Kelly Simmelink, Commission Chair

Wayne Fording, Commissioner

Mark Wunsch, Commissioner

Attest:

Lyndsay Hessel, Assistant



Quotation
LEC-QUO-5211

Supplier for Purchase Order:
PHC Corporation of North America
1300 Michael Drive, Suite A
Wood Dale, IL 60191
Phone: (510) 887-4040
Email: orders@labequipco.com

Date
02-06-2024

Valid Until
03-22-2024

Bill To:	Ship To:
Jefferson County Public Health 715 SW 4th Street Madras, OR 97741	Jefferson County Public Health 500 NE A St suite 102 Madras, OR 97741 ATTN: Katie Russell Phone: (541) 325-2583 Email: katie.russell@publichealth.jeffersoncountyor.gov

LEC Sales Contact	Ship Via	FOB	Net Terms
Austin Wright austin@labequipco.com : (619) 248-5033	Ground Freight	Destination PP&A	Net 30 Days

Line	Qty	Item Code/Description	List Price	LEC Price	Extended
1	1	Part #: MPR-N450FSH-PA Desc: Biomedical Refrigerator with Freezer Combination 11.5 cu.ft. 2 to 14°C ref. with 4.8 cu.ft. -20 to -30°C manual defrost freezer, 115V, HC Refrigerant, SOLID DOORS	\$8,994.00	5,847.00	\$5,847.00
				Subtotal	\$5,847.00
				Estimated Whiteglove	NOT QUOTED
				Estimated Freight	\$600.00
				Estimated Tax	TO BE CALCULATED
				Total	\$6,447.00

Notes:

Quote for 1x MPR-N450FSH refrigerator freezer from PHCbi. Comes with 3 year parts and labor warranty from factory. Shipping cost covers freight to dock only, add \$75 to PO for liftgate service if no loading dock at destination.

Lead Time:

1-2 weeks ARO

AGENDA ITEM COVERSHEET

<input type="checkbox"/> Admin. Session	<input checked="" type="checkbox"/> Consent Agenda	<input type="checkbox"/> Public Hearing
<input type="checkbox"/> Action Item	<input type="checkbox"/> Report/Request	<input type="checkbox"/> Other/Announcements

Agenda Item Title (Do not put in all-caps):

2024 Foundations for Best Practice in Lactation Care training out of State for Barbara Ibrahim March 18-22, 2024 - Option 1 Travel by Car/Option 2 Travel by Air

Department: Public Health **Date Submitted:** 2/9/2024

Contact Person: Michael Baker/Karla Hood **Phone:** 541-475-4456

Effective Dates of Contract/Grant/ Proposal: Upon Signature

Amount of Contract/Grant/Proposal: Not to exceed \$3000 **Requested Agenda Date:** 2/14/2024

Reviewed By: (Signature and Date Required) **Director/Elected Official:** Training form signed by Michael Baker.

Finance Director: _____

County Counsel: _____

CAO: _____

AGENDA ITEM BRIEF DESCRIPTION:

Out of State travel for Barbara Ibrahim to attend the 2024 Foundations for Best Practice in Lactation Care March 18-22, 2024. Training/CEU's are required to maintain the IBCLC certification. Due to logistics still being worked out, 2 options are submitted for review.

BACKGROUND/SUMMARY STATEMENT:

Recommended for approval by Michael Baker, PH Director

RECOMMENDATION: (i.e., Discussion, Discussion/Action, Introduction, Presentation, or Information)

Discuss and move to approve

REQUESTED ACTION: (Exact action requested of Commissioners in the form of a motion)

Motion to sign and approve

ATTACHMENTS: Original Document

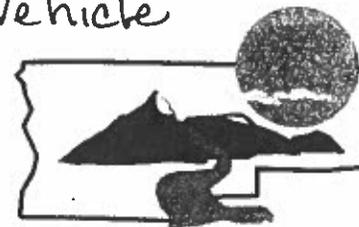
POST ACTION INSTRUCTIONS: (Fully executed originals will be retained for the official record)

Please return a signed/numbered document to Karla at Public Health.

JEFFERSON COUNTY PUBLIC HEALTH

500 NE A St., Ste 102 • Madras, OR 97741 • Ph: (541) 475-4456 • Fax (541) 475-0132

OPTION 1 - Vehicle



AUTHORIZATION FOR ATTENDANCE AND TRAININGS

TODAYS DATE: 01/31/2024

REQUESTED BY: Barbara Ibrahim

I would like authorization to attend the following: Training Conference Meeting

Simkin Center: 2024 Foundations for Best Practice in Lactation Care

Topic: Lactation

Registration expense: \$ 959.00

Lodging expense: \$ 1072.30 (\$159*6 nights +Tax)

Estimated meal expense: \$ 513.50 (5 days-\$79; 2 days \$59.25)

Mode of Transportation: Motor Pool Private Vehicle Auto Passenger Other Air

Mileage expense: \$ 469 (Madras to Woodinville WA 600 miles RT +20 miles/day to location x5 days +700 miles @ \$.67) - CARPOOL EXPENSE ESTIMATE

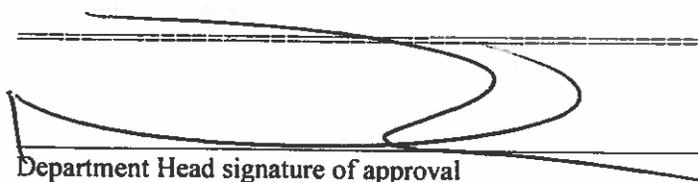
TOTAL EXPENSE: \$2553.80

Total time away from work: 52 hours.

Is conference/workshop required by grant for licensing? (for IBCLC renewal) Yes No

Where is conference being held? (City, State): Kenmore, WA

Date of conference: 03/18/2024-03/22/2024


Department Head signature of approval

2/20/24
Date

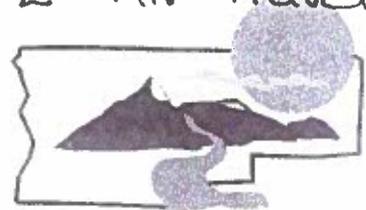
Reviewed by Board of Commissioners

Date

OPTION 2 - Air Travel

JEFFERSON COUNTY PUBLIC HEALTH

500 NE A St., Ste 102 • Madras, OR 97741 • Ph: (541) 475-4456 • Fax (541) 475-0132



AUTHORIZATION FOR ATTENDANCE AND TRAININGS

TODAYS DATE: 01/31/2024

REQUESTED BY: Barbara Ibrahim

I would like authorization to attend the following: Training Conference Meeting

Simkin Center: 2024 Foundations for Best Practice in Lactation Care

Topic: Lactation

Registration expense: \$ 959.00

Lodging expense: \$ 832.34 (\$149*1night, \$159*4 nights +Tax)

Estimated meal expense: \$ 434.50 (4 days-\$79; 2 days \$59.25)

Mode of Transportation: Motor Pool Private Vehicle Auto Passenger Other x Air--\$300

Mileage expense: \$ 157.45 50 miles RT Redmond Airport x2 (100 miles); SeaTac Airport to Hotel RT 60miles; Hotel to training center 15miles/day for 5 days (75miles) Total miles 235 x.67.

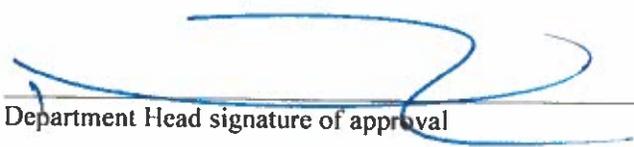
TOTAL EXPENSE: \$2683.29

Total time away from work: 48 hours.

Is conference/workshop required by grant for licensing? X (for IBCLC renewal) Yes No

Where is conference being held? (City, State): Kenmore, WA

Date of conference: 03/18/2024-03/22/2024


Department Head signature of approval

2/3/24
Date

Reviewed by Board of Commissioners

Date



Simkin Center: 2024 Foundations for Best Practice in Lactation Care, MAR 18-22 (in-person)

Mar 18, 2024 - Mar 22, 2024

[\\$959 Enroll Now](#)



[\(/carts/user/new/product/140312?checkout=true\)](/carts/user/new/product/140312?checkout=true)[\(/carts/user/new/product/140312\)](/carts/user/new/product/140312)



Course Date and Time

March 18-22, 2024

This workshop is in-person, at Bastyr Seattle Campus (<https://bastyr.edu/student-life/locations/seattle-campus>)
14500 Juanita Dr NE, Kenmore, WA 98028

Monday, March 18, 2024, 8:00am-5:30pm PST
 Tuesday, March 19, 2024, 8:00am-5:30pm PST
 Wednesday, March 20, 2024, 8:00am-5:30pm PST
 Thursday, March 21, 2024, 8:00am-5:30pm PST
 Friday, March 22, 2024, 8:00am-5:30pm PST

Course Details

This workshop is an in-person, five-day core program to begin practice in evidence-based breastfeeding and lactation care. This course is for anyone working with postpartum parents and their newborns and/or is beginning the process of becoming a lactation consultant (IBCLC). In this course you learn to provide accurate, current and consistent information about breastfeeding and lactation and to support new families in feeding their babies from birth through the weaning process.

Bastyr University health and safety protocols are followed for all in-person trainings. If you have any questions regarding this training or attending in-person classes at Bastyr University, please call us at 425-602-3378.

To review the Simkin Center refund and cancellation policy visit <https://bastyr.edu/simkin-center-allied-birth-vocations> (<https://bastyr.edu/simkin-center-allied-birth-vocations>) (scroll down to Registration Policies). Please note our policy indicates a processing fee will be charged for any cancellations, transfers, make-ups, and/or refunds.

The Curriculum

Talking to Pregnant Women about Feeding their Babies: Breastfeeding Promotion
 Culture: Belief or Best Practice or Both?
 Prenatal Assessment for Breastfeeding: What to Look for in the Physical Exam
 The Wonders of Human Milk: Why Breastmilk and Breastfeeding Matter
 Human Milk and the Development of the Immune System: Consequences of Formula Feeding
 Getting Families Started Breastfeeding: Evidence-Based Care
 Position and Attachment for First Feedings: Evidence or Opinion?
 Normal Breastfeeding Patterns and Growth and Development: The Baby 0-3 Months Old
 The Anatomy and Hormones of Milk Production: The Influence of Early Care
 Challenging Feedings: Good Problem Solving
 Early Clinical Challenges: Nipple Pain Beyond Physiologic Nipple and Breast Infection
 Common Questions about Nutrition During Lactation
 Caring For Babies Who are Born Early: Breastfeeding the Preterm, Very Preterm Infant
 Common Questions about Medications During Lactation
 The Late Preterm and "Supposedly" Term Infant: Now Official "Early Term" Somewhere Between Term & Preterm Infants
 Tools and Techniques of the Trade
 Non-Infectious Mastitis: Engorgement, Plugged Ducts Chronic Inflammation
 Safe Sleep and the Conflict with Biology and Culture
 Growth and Development: 3-6 Months Old
 Caring for the Infant with Hyperbilirubinemia: What Role Does Breastfeeding Play?
 Insufficient Milk Volumes & Slow Gaining Infants: Is it Intake or Supply? (3 hours)
 Relationships in the Breastfeeding Family
 Breastfeeding Women Who Return to Work: Describe Some of the Challenges of Breastfeeding and Working Outside the Home
 Breastfeeding Six Months and Beyond: The Biologic End of Breastfeeding

All Topics from the IBCLC Detailed Content Outline, Technical Reports & Studies are covered.

Modules Learning Objectives are available

at: <http://www.evergreenperinataleducation.com/upload/Foundation%20Objectives.pdf>
(<http://www.evergreenperinataleducation.com/upload/Foundation%20Objectives.pdf>)

Course Notes

Certificates of completion are issued only to students present for all sessions and who complete all required work before the end of the workshop. There is no pre-coursework.

Required Text

There is no required textbook for this course

Recommended Reading

There are many excellent reference books available. If you wish to purchase books before the course, we can recommend starting with one of the following:

"Breastfeeding and Human Lactation" by Karen Wambach and Becky Spencer (6th Edition)

"Breastfeeding Answers" by Nancy Mohrbacher (2020)

"Breastfeeding: A Guide for the Medical Profession" by Ruth Lawrence, MD and Robert Lawrence, MD (6th Edition), (this book is very "medical" in its writing and message)

CEUs

International Board of Lactation Consultant Examiners, Provider Number: CLT108-4 - 45 CERPs (43L & 2E)

Instructional hours in topics on IBLCE Detailed Content Outline - 45 Hours

California Board of Registered Nursing, Provider Number: CEP 14127 (RNs Only) - 45 Contact Hours

Commission on Dietetic Registration CPE Hours, Category II, Provider Number: EV001 - 45 CPE Hours (Expires: May 31, 2024)

All Evergreen Perinatal Education LLC courses follow the IBCLC Detailed Content Outline. Evergreen Perinatal Education has been accepted by International Board of Lactation Consultant Examiners® (IBLCE®) as a CERP provider for the listed Continuing Education Recognition Points (CERPs) programme. Determination of CERPs eligibility or CERPs Provider status does not imply IBLCE®'s endorsement or assessment of education quality.

Instructor

The Simkin Center Foundations for Best Practice in Lactation Care workshop is led by board-certified lactation consultants:

Molly Pessl BSN, IBCLC (<http://www.bastyr.edu/simkin-center/faculty>) and faculty

Contact Us

(425) 602-3378

simkincenter@bastyr.edu (<mailto:simkincenter@bastyr.edu>)

Simkin Center | Bastyr University (<https://bastyr.edu/simkin-center-allied-birth-vocations>)

Sign up for this course today!

\$959 Enroll Now



(</carts/user/new/product/140312?checkout=true>)(</carts/user/new/product/140312>)

Step 3 of 3

Payment and Guest Details

Total for stay

\$882.34

[Hide price details](#)

Price in USD

1 King W/microw/fridge Nonsmoke

Flexible Rate

17 Mar 2024

\$149.00

18 Mar 2024

\$159.00

19 Mar 2024

\$159.00

20 Mar 2024

\$159.00

21 Mar 2024

\$159.00

Total room charge

\$785.00

9.50 % per room, per night

2.90 % per room, per night

Total taxes

\$97.34

Total for stay: \$882.34



Hampton Inn & Suites-Seattle Woodinville WA

19211 Woodinville, Snohomish Rd., NE Woodinville, Washington 98072 USA

[Hotel details](#)

1 King W/microw/fridge Nonsmoke

[Change Room](#)

Flexible Rate

[Change Rate](#)

Payment and Guest Details



Guarantee and Cancellation Policy

There is a Credit Card required for this reservation. Free cancellation before 11:59 PM local hotel time on 16 Mar 2024.

All fields are required unless marked optional.



Payment

62°F
Light rain

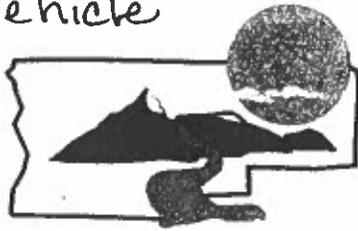
Search



OPTION 1 - Vehicle

JEFFERSON COUNTY PUBLIC HEALTH

500 NE A St., Ste 102 • Madras, OR 97741 • Ph: (541) 475-4456 • Fax (541) 475-0132



AUTHORIZATION FOR ATTENDANCE AND TRAININGS

TODAYS DATE: 01/31/2024

REQUESTED BY: Barbara Ibrahim

I would like authorization to attend the following: Training Conference Meeting

Simkin Center: 2024 Foundations for Best Practice in Lactation Care

Topic: Lactation

Registration expense: \$ 959.00

Lodging expense: \$ 1072.30 (\$159*6 nights +Tax)

Estimated meal expense: \$ 513.50 (5 days-\$79; 2 days \$59.25)

Mode of Transportation: Motor Pool Private Vehicle Auto Passenger Other Air

Mileage expense: \$ 469 (Madras to Woodinville WA 600 miles RT +20 miles/day to location x5 days +700 miles @ \$.67) - CARPOOL EXPENSE ESTIMATE

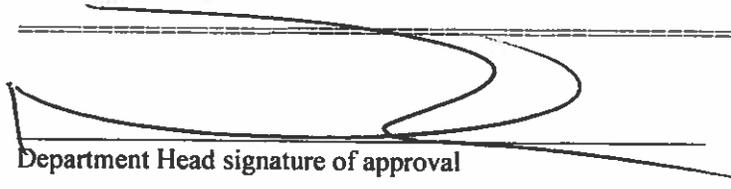
TOTAL EXPENSE: \$ 2553.80

Total time away from work: 52 hours.

Is conference/workshop required by grant for licensing? X (for IBCLC renewal) Yes No

Where is conference being held? (City, State): Kenmore, WA

Date of conference: 03/18/2024-03/22/2024


Department Head signature of approval

2/30/24
Date

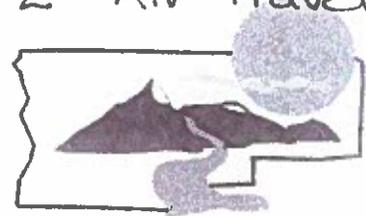
Reviewed by Board of Commissioners

Date

OPTION 2 - Air Travel

JEFFERSON COUNTY PUBLIC HEALTH

500 NE A St., Ste 102 • Madras, OR 97741 • Ph: (541) 475-4456 • Fax (541) 475-0132



AUTHORIZATION FOR ATTENDANCE AND TRAININGS

TODAYS DATE: 01/31/2024

REQUESTED BY: Barbara Ibrahim

I would like authorization to attend the following: Training Conference Meeting

Simkin Center: 2024 Foundations for Best Practice in Lactation Care

Topic: Lactation

Registration expense: \$ 959.00

Lodging expense: \$ 832.34 (\$149*1night, \$159*4 nights +Tax)

Estimated meal expense: \$ 434.50 (4 days-\$79; 2 days \$59.25)

Mode of Transportation: Motor Pool Private Vehicle Auto Passenger Other x Air--\$300

Milage expense: \$ 157.45 50 miles RT Redmond Airport x2 (100 miles); SeaTac Airport to Hotel RT 60miles; Hotel to training center 15miles/day for 5 days (75miles) Total miles 235 x.67.

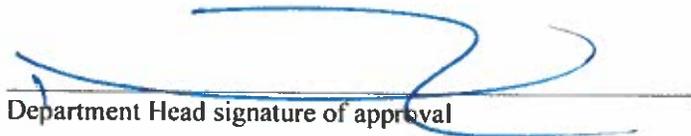
TOTAL EXPENSE: \$ 2683.29

Total time away from work: 48 hours.

Is conference/workshop required by grant for licensing? X (for IBCLC renewal) Yes No

Where is conference being held? (City, State): Kenmore, WA

Date of conference: 03/18/2024-03/22/2024


Department Head signature of approval

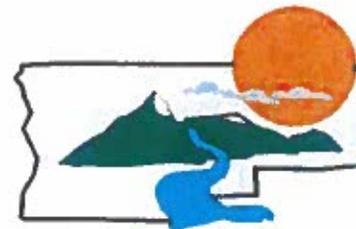
2/3/24
Date

Reviewed by Board of Commissioners

Date

JEFFERSON COUNTY PUBLIC HEALTH

500 NE A St., Ste 102 • Madras, OR 97741 • Ph: (541) 475-4456 • Fax (541) 475-0132



AUTHORIZATION FOR ATTENDANCE AND TRAININGS

TODAYS DATE: 1/19/2024

REQUESTED BY: Trent Titus

I would like authorization to attend the following: Training Conference X Meeting

Topic: addressing the evolving HCV, SUD, HIV and STI syndemic through Harm Reduction

Registration expense: \$ 0

Lodging expense: \$ 933

Estimated meal expense: \$ 260

Mode of Transportation: Motor Pool Private Vehicle Auto Passenger Other

Mileage expense: \$ Flight \$ 665

TOTAL EXPENSE: \$ 1,858

Total time away from work: 32 hours.

Is conference/workshop required by grant for licensing? Yes No

Where is conference being held? (City, State): Chandler AZ

Date of conference: March 12-13 (Travel March 11-14)

[Signature] Date 2/19/24

Department Head signature of approval

Date

Reviewed by Board of Commissioners

Date



Indian Country ECHO – Ending the Syndemic Training

Staff serving American Indian & Alaska Native people are invited to participate in the Ending the Syndemic ECHO programs. The program provides the rationale, program design, and tools that can be used by healthcare clinicians and tribal decision makers to develop and enhance programs to address the syndemic of interrelated disease states of Hepatitis C Virus, HIV, Substance Use Disorders, and Sexually Transmitted Infections. The program will offer a free 2 day training with subsequent telehealth clinics. CE credits will be available.

Training Location: Gila River Resorts – Wild Horse Pass Hotel, 5040 Wild Horse Pass Blvd, Chandler, Arizona 85226

Hotel: Special rate rooms at the Wild Horse Pass Hotel are available. Registered participants will be sent additional information (GROUP CODE will be made available soon).

March 12 (note all times PT; all speakers to be invited)

- 8-8:30 **Check-in/Breakfast Provided**
- 8:30-9 **Blessing/Welcome – Dena Wilson, MD, FACC, Chief Medical Officer, Phoenix Area Indian Health Service**
- 9-10 **Ending the Syndemic at Your Tribe or Facility – Jorge Mera, MD**
- 10-11 **Pharm SUD ECHO: Introduction to Peer Specialists – ONesha Cochran, Peer Specialist**
- 11-11:15 **Break**
- 11:15-12 **Indigenous Trauma and SUD Care: Trickster Spirits – Dolores Ann Jimerson, LCSW, ADS, CPC**
- 12-12:30 **Lunch (Provided)**
- 12:30-2:30 **Providing Substance Use Disorder Services in Primary Care – Jessica Gregg, MD, PhD; Jonathan Robbins, MD, MS; Zeina Saliba, MD**
- 2:30-2:45 **Break**
- 2:45-3:30 **Starting a Harm Reduction Program at an IHS facility – Whitney Dickson, PharmD**
- 3:30-4:30 **Case Presentations & Discussion - All**
- 4:30 **Wrap-up/Close**

Join us for an evening dinner as a group

March 13 (note all times PT; all speakers to be invited)



Indian Country ECHO – Ending the Syndemic Training

- 7:30-8 **Check-in/Breakfast Provided**
- 8-9 **Syphilis Response: Best Practices in Indian Country** – Ashley Hoover, MPH; Gwen Gorman, ITCA; Derek Hart, ITCA
- 9-10 **Providing PrEP and PEP Services at your Clinic** – Jonathan Enchinton, PharmD; Whitney Essex, NP
- 10-10:15 **Break**
- 10:15-11:45 **HCV Screening, Management and Treatment Guidelines** – Karla Thornton, MD; Paulina Deming, PharmD; Richard Manch, MD
- 11:45-12 **Working Lunch (Provided)**
- 12-1 **HCV ECHO Case Discussions** - Karla Thornton, MD; Paulina Deming, PharmD; Richard Manch, MD; Jorge Mera, MD; Jessica Gregg, MD
- 1-1:15 **Break**
- 1:15-1:45 **National Clinician Consultation Center** – Cristina Gruta, PharmD
- 1:45-2:30 **Starting an Effective Model to End the Syndemic at PIMC** – Heather Huentelman, PharmD
- 2:30-3 **Evaluation/Discussion** – All; Led by Cardea
- 3 **Close**

FY 2024 Per Diem Rates for Arizona

Meals & Incidentals (M&IE) rates and breakdown

Primary Destination	County	M&IE Total	Continental Breakfast/Breakfast	Lunch	Dinner	Incidental Expenses	First & Last Day of Travel
Standard Rate	Applies for all locations without specified rates	\$59	\$13	\$15	\$26	\$5	\$44.25
Grand Canyon / Flagstaff	Coconino / Yavapai less the city of Sedona	\$74	\$17	\$18	\$34	\$5	\$55.50
Kayenta	Navajo	\$64	\$14	\$16	\$29	\$5	\$48.00
Phoenix / Scottsdale	Maricopa	\$69	\$16	\$17	\$31	\$5	\$51.75
Sedona	City Limits of Sedona	\$79	\$18	\$20	\$36	\$5	\$59.25
Tucson	Pima	\$64	\$14	\$16	\$29	\$5	\$48.00

$$\begin{array}{r} 69 \\ 17 \\ \hline 52 \end{array}$$

