

AGENDA

JEFFERSON COUNTY
BOARD OF COMMISSIONERS MEETING
MAY 1, 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 Adult Community Corrections & Juvenile Community Justice Semi-Annual Update.
2. Call to Order/Pledge of Allegiance/Invocation
3. Presentations/Awards
4. Changes to the Agenda (Consideration of Submission of Late Items)
 - 4.1 2024-25 CAFFA Grant Application (A&T Grant) - signed by Commission Chair.
[4.1.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 April 2024 Accounts Payable Paid April 2024 in the amount of \$1,341,532.16 - signed by Commission.

[6.1.pdf](#)

6.2 Certificate of Right to Burial, Certificate No. 2098 - signed by Commission.

[6.2.pdf](#)

7. Scheduled Appointments, Action Items, and Public Hearings

7.1 9:30 a.m. - Public Hearing - Garbage Rate Increases.

[7.1.pdf](#)

7.2 9:45 a.m. - Executive Session - ORS 192.660(2)(h) - Advice of Counsel.

7.3 10:00 a.m. - Executive Session - ORS 192.660(2)(a) - Employment of Public Officers, Employees and Agents.

8. Action Items

8.1 Amendment #1 to Intergovernmental Agreement #179257 between Jefferson County and the Oregon Health Authority for Public Health Maternal & Child Health, Center for Prevention & Health Promotion for Medicaid Administration Claiming - signed by Commission Chair.

[8.1.pdf](#)

8.2 Amendment #7 to Oregon Health Authority Intergovernmental Agreement for the Financing of Public Health Services #180015 - signed by Commission Chair.

[8.2.pdf](#)

8.3 Allocation Correction for Public Health Deputy Director - approved by Commission.

[8.3.pdf](#)

8.4 Professional Services Contract between Jefferson County and David Allen LLC - signed by Commission.

[8.4.pdf](#)

8.5 Second Addendum to Saving Grace Sub-Award Grant Agreement - signed by Commission.

[8.5.pdf](#)

8.6 Order In the Matter of Establishing Mileage Reimbursement Rates, Authorizations, and Procedures for Carpool Fund #507 and Individual Reimbursement When on Official County Business - signed by Commission.

[8.6.pdf](#)

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

9.1 Request for Waiver of 90 days for Deputy District Attorney.

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

10.1 Public Health Rural Health Equity Integration Coordinator.

[10.1.pdf](#)

10.2 Request for Waiver of 90 days for Buildings & Grounds Maintenance Tech II or III.

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

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

13. Commission Discussion Items

14. Announcements/Notification of additional Commission Meetings

15. Executive Session

15.1 9:45 a.m. - Executive Session - ORS 192.660(2)(h) - Advice of Counsel.

15.2 10:00 a.m. - Executive Session - ORS 192.660(2)(a) - Employment of Public Officers, Employees and Agents.

16. Adjourn



Form 1 Grant Application Staffing

2024-2025

County <u>JEFFERSON</u>	<u>Column 1</u> Approved FTE current year (2023-24)	<u>Column 2</u> Budgeted FTE coming year (2024-25)	<u>Column 3</u> Change (Column 2 less Column 1)
A. Assessment administration			
Assessor, deputy, etc.	1.00	1.00	0.00
Assmt. support staff, deed clerks and data entry staff	0.80	0.80	0.00
Total assessment administration staff	<u>1.80</u>	<u>1.80</u>	<u>0.00</u>
B. Valuation and appraisal staff			
Chief appraisers/appraiser supervisor	0.60	0.60	0.00
Lead appraisers	0.00	0.00	0.00
Residential appraisers	2.50	2.50	0.00
Commercial/industrial appraisers	0.30	0.30	0.00
Farm/forest/rural appraisers.....	0.15	0.15	0.00
Manufactured structure/floating structure appraisers	0.15	0.15	0.00
Personal property appraisers.....	0.05	0.05	0.00
Personal property clerks.....	0.20	0.20	0.00
Sales data analyst	0.30	0.30	0.00
Data gatherers and appraisal techs.....	0.05	0.05	0.00
Total valuation and appraisal staff	<u>4.30</u>	<u>4.30</u>	<u>0.00</u>
C. Board of Property Tax Appeals (BoPTA)			
	<u>0.10</u>	<u>0.10</u>	<u>0.00</u>
D. Tax collection and distribution administration			
Administration, deputy, etc.....	0.80	1.00	0.20
Support and collection	1.30	1.90	0.60
Tax distribution	0.20	0.30	0.10
Foreclosure and garnishment.....	0.20	0.30	0.10
Total tax collection and distribution	<u>2.50</u>	<u>3.50</u>	<u>1.00</u>
E. Cartography and GIS administration			
Cartographic/GIS supervisor.....	1.00	0.50	(0.50)
Leadcartographers	0.00	0.00	0.00
Cartographers.....	0.60	0.60	0.00
GIS specialists.....	0.40	0.40	0.00
Total cartographic and GIS staff	<u>2.00</u>	<u>1.50</u>	<u>(0.50)</u>
F. Dedicated IT services for A&T			
	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
G. Total assessment and taxation staffing			
	<u>10.70</u>	<u>11.20</u>	<u>0.50</u>



Form 2 Explanation of Staffing Issues

2024-2025

County JEFFERSON

In this section, explain any difference between approved staffing for the current year and staffing for the budgeted year. Explain why any funded positions were unfilled for the current year. Use this form to describe the intended use of nonpermanent workers (temporary help, project temporaries, and contractors) by A&T function, along with their cost. Note any special or unique aspects regarding who accomplishes the work and how they accomplish it related to Forms 4, 5, and 6. For example, if you use staff to perform personal property functions, other than those reported on Form 1, Section B, note that here and include the FTE.

Assessor:
In fiscal year 2023-24, maintaining staffing levels continues to be a top priority. We onboarded two new staff field appraisers, both in need of training from the ground up. We also hired a new GIS / cartography technician, who came with experience in GIS and mapping. Mid-year we lost our assessment clerk, but a long time staff field appraiser made a decision to make a career direction change, and applied for that position. This left an opening for a field appraiser position, which we filled with an individual experienced in both mass appraisal and fee appraisal practices. We may have opportunity for utilization of temporary help in the form of summer temp workers, which we may use for many rainy-day projects and the like.

We look to maintain budgeted FTE totals the same as last year while we work to train new, and existing, staff in their new capacities.

Tax Collection:
In fiscal year 2023-24 the Tax Collection department experienced significant turnover. The County is working diligently to fill each position and stabilize the department. In the 2024-25 fiscal year budget, the County has budgeted for the addition of 1.0 FTE in the Tax Collection department. This position will support work as outlined in Form 5.

County JEFFERSON

Use this form to describe any issue in your budget that needs further clarification. Examples include significant changes on Form 7, purchase of a new data processing system, salary increases, new car purchases, personnel services, costs for mapping, etc. You can also use this form to document any miscellaneous comments about this grant application.

ASSESSMENT & ADMINISTRATION

Operating Expenses

Personnel Services

The total for assessment administration is 1.80 FTE, and personnel expenses include salaries, benefits, and taxes for a total of \$194,643.00.

Materials and services

The total for this box is determined by taking 30 percent (1.8 FTE of 6.0 FTE) of the total materials and services in the Assessor's budget plus a determined percentage of expenditures paid from the general fund but are incurred by the assessor's office. The general fund appropriations are listed in the non-Departmental budget, are based on a total county FTE of 150.0, and are rounded to the whole dollar.

1. Postage (101-199-520-3220): $6.0 \text{ FTE} / 150.0 \text{ FTE} = .040 * \$20,000 = \$800 * .30 = \240
 2. Insurance (101-199-520-3501): $6.0 \text{ FTE} / 150.0 \text{ FTE} = .040 * \$302,254 = \$12,090 * .30 = \$3,627$
 3. Software Maintenance (101-199-520-2227) - Annual cost of tax/assessment software is \$73,448: $\$73,448 / 2$ (cost split by assessor and tax) = $\$36,724 * .30 = \$11,017$
 4. Copy Machine (101-199-520-2111) - This cost is based on a total of 19.0 FTE because it is in the tax/assessment building, where 19 employees utilize it:
 - a. $6.0 \text{ FTE} / 19.0 \text{ FTE} = .315 * \$10,000 = \$3,157 * .30 = \947
 5. Assessment Admin Materials & Services: $\$58,950 * .30 = \$17,685$
- Total costs for this box: $\$240 + \$3,627 + \$11,017 + \$947 + \$17,685 = \$33,516$

Transportation

1. Appropriations for carpool and mileage, \$1,140.

VALUATION

Operating Expenses

Personnel Services

The total for valuation and appraisal staff is 4.30 FTE, and personnel expenses include salaries, benefits, and taxes for a total of \$464,980.

Materials and services

The total for this box is determined by taking 71.67% (4.3 FTE of 6.0 FTE) of the total materials and services in the Assessor's budget plus a determined percentage of costs that are paid for from the general fund but are incurred by the assessor's office. The general fund costs are listed on the non-Departmental budget, are based on a total county FTE of 150.0, and are rounded to the whole dollar.

1. Postage (101-199-520-3220): $6.0 \text{ FTE} / 150.0 \text{ FTE} = .04 * \$20,000 = \$800 * .7167 = \573.33
2. Insurance (101-199-520-3501): $6.0 \text{ FTE} / 150.0 \text{ FTE} = .040 * \$302,254 = \$12,090.16 * .7167 = \$8,664.61$
3. Software Maintenance (101-199-520-2227) - Annual cost of tax/assessment software is \$73,448: $\$73,448 / 2$ (cost split by assessor and tax) = $\$36,724 * .7167 = \$26,318.87$
4. Copy Machine (101-199-520-2111) - This cost is based on a total of 19.0 FTE because it is in the tax/assessment building, where 19 employees utilize it:
 - a. $6.0 \text{ FTE} / 19.0 \text{ FTE} = .3158 * \$10,000 = \$3,157.89 * .7167 = \$2,263.16$
5. Summer Intern (101-199-520-3127) - The assessor's office utilizes a summer intern paid through a temp agency for valuation projects. This flat cost of \$3,000 to the assessor's office is paid through

the general fund.

6. Valuation Materials & Services: $\$58,950 * .7167 = \$42,247.50$
- Total costs for this box: $\$573.33 + \$8,664.61 + \$26,318.87 + \$2,263.16 + \$3,000 + \$42,247.50 =$

- 1. Appropriations for carpool and mileage, \$2,365.00

BOPTA

Operating Expenses

The BOPTA budget is based on the personnel costs of the county clerk at 0.1 FTE and the materials and services costs of the BOPTA budget page titled Board of Property Tax Appeal.

TAX COLLECTION & DISTRIBUTION

Operating Expenses

Personnel Services

The personnel services include County Counsel and Finance and Tax Collection FTE for a total of \$461,859.03. The County Counsel budget (101-101-510-1005) is included in the general services budget pages attached.

Materials and services

The total for this box is determined by taking 87.50% (3.5 FTE of 4.0 FTE) of the total materials and services in the Finance and Tax Collection budget plus a determined percentage of costs that are paid for from the general fund but are incurred by the tax collector's office. The general fund costs are listed on the non-Departmental budget, are based on a total county FTE of 150.0, and are rounded to the whole dollar. Those costs are as follows:

- 1. Postage (101-199-520-3220): $3.5 \text{ FTE} / 150.0 \text{ FTE} = .023 * \$20,000 = \$466$
 - 2. Insurance (101-199-520-3501): $3.5 \text{ FTE} / 150.0 \text{ FTE} = .023 * \$302,254 = \$7,052$.
 - 3. Software Maintenance (101-199-520-2227) - Annual cost of tax/assessment software is \$73,448: $\$73,448 / 2$ (cost split by assessor and tax) = $\$36,724 + \$1,700$ (Annual cost of tax payment processing software) = $\$38,424$
 - 4. Copy Machine (101-199-520-2111) - This cost is based on a total of 19.0 FTE because this machine is in the tax/assessment building, where 19 employees utilize it: $3.5 \text{ FTE} / 19.0 \text{ FTE} = .1842 * \$10,000 = \$1,842$
 - 5. Foreclosure Costs (101-199-520-2515) - This flat budgeted cost of \$7,500 to the tax collector's office for the performance of tax foreclosure procedures is paid through the general fund.
 - 6. Tax Collection Materials & Services: $\$61,700 * .8750 = \$53,987$
- Total costs for this box: $\$466 + \$7,052 + \$38,424 + \$1,842 + \$7,500 + \$53,987 = \$109,271$.

Transportation

- 1. Appropriations for carpool and mileage, \$2,400.

CARTOGRAPHY

Operating Expenses

Personnel Services

The total personnel includes 1.5 FTE annual salaries, taxes, and benefits. In prior years, the Cartography included 2.0 employees. However, the fiscal years 2023-2024 and 2024-2025 include a reduction in FTE personnel and an increase in contract services equivalent to .5 FTE.

Materials and services

The total for this box is determined by taking 100% (2.0 FTE of 2.0 FTE) of the total materials and services in the GIS budget plus a determined percentage of costs that are paid for from the general fund but are incurred by the cartographer's office. The general fund costs are listed on the non-Departmental budget, are based on a total county FTE of 150.0, and are rounded to the whole dollar. Those costs are as follows:

- 1. Postage (101-199-520-3220): $1.5 \text{ FTE} / 150.0 \text{ FTE} = .01 * \$20,000 = \$200$
 - 2. Insurance (101-199-520-3501): $1.5 \text{ FTE} / 150.0 \text{ FTE} = .01 * \$302,254 = \$3,022$.
 - 3. Copy Machine (101-199-520-2111) - This cost is based on a total of 19.0 FTE because it is in the tax/assessment building, where 19 employees utilize it.
 - a. $1.5 \text{ FTE} / 19.0 \text{ FTE} = .0789 * \$10,000 = \$789$.
 - 4. GIS Materials & Services: \$115,409.
- Total costs for this box: $\$200 + \$3,022 + \$789 + \$115,409 = \$119,420$.

DEDICATED IT SERVICES FOR AT&T

Materials and services

Jefferson County contracts with an external IT services company. The cost listed in line 2, column F is based on 10 percent of the total materials and services costs to the county, as shown on the County NT and Phone services budget page. The NT budget is \$617,590, and \$61,759, is 10 percent.

Form 7 – the .05 percent is used for indirect expenses.



Form 4 Valuation and Appraisal Resources

2024-2025

County	Number of accounts by activity		Number of FTE by activity	
	Actual (2023-24)	Estimated (2024-25)	Actual (2023-24)	Estimated (2024-25)
County <u>JEFFERSON</u>				
Activities				
1. Real property exceptions, special assessments and exemptions				
New construction.....	484	500	2.05	2.05
Zone changes.....	1	3	0.04	0.05
Subdivisions, segregations, and consolidations..	112	130	0.10	0.10
Omitted properties	5	5	0.05	0.05
Special assessment qualification and disqualification	19	10	0.05	0.04
Exemptions.....	49	50	0.10	0.10
Subtotal.....	670	698	2.39	2.39
2. Appeals and assessor review				
Assessor review and stipulations	11	10	0.03	0.02
BOPTA	3	5	0.02	0.02
Department of Revenue.....	1	2	0.01	0.02
Magistrate Division of the Oregon Tax Court.....	0	0	0.00	0.00
Regular Division of the Oregon Tax Court	0	0	0.00	0.00
Subtotal.....	15	17	0.06	0.06
3. Real property valuation				
Physical reappraisal.....	627	1,020	1.40	1.45
Recalculation only—no appraisal review.....	12,119	11,726	0.05	0.05
Subtotal.....	12,746	12,746	1.45	1.50
4. Business personal property (returns mailed)	610	650	0.05	0.05
5. Ratio			0.20	0.20
6. Continuing education			0.05	0.05
7. Other valuation—appraisal activity			0.10	0.05
8. Total valuation and appraisal staff (FTE)			4.30	4.30



Form 5 Tax Collection and Distribution Work Activity

2024-2025

County JEFFERSON

**Number of accounts
by activity**

	Actual (2023-24)	Estimated (2024-25)
1. Number of accounts requiring roll corrections		
Business personal property	3	3
Personal property manufactured structures	0	2
Real property	17	15
2. Number of accounts requiring a refund		
Business personal property	1	2
Personal property manufactured structures	3	5
Real property	79	75
3. Number of delinquent tax notices sent		
Business personal property	93	100
Personal property manufactured structures	295	300
Real property	860	850
4. Number of foreclosure accounts processed		
Real property only	82	75
5. Number of accounts issued redemption notices		
Real property only	1	0
6. Number of warrants	44	50
7. Number of garnishments.....	0	0
8. Number of seizures	0	0
9. Number of bankruptcies.....	7	7
10. Number of accounts with an address change processed	4,126	3,700
11. How many second trimester statements do you mail?	1,737	
12. How many third trimester statements do you mail?	1,564	
13. Does the county contract for lock box service?.....	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
14. Does the county use in-house remittance processing?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
15. Is tax collecting combined with another county function?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
 If yes, describe that function on Form 2.		



Form 6 Assessment and Administrative Support and Cartography Work Activity

2024-2025

County JEFFERSON

Assessment and administrative support work activity

	Numbers by activity	
	Actual (2023-24)	Estimated (2024-25)
1. Number of deeds worked	1,407	1,600

Cartography work activity

	Numbers by activity	
	Actual (2023-24)	Estimated (2024-25)
1. Number of new tax lots.....	99	100
2. Number of lot line adjustments	10	15
3. Number of consolidations	9	10
4. Number of new maps.....	80	85
5. Number of tax code boundary changes	2	4



Form 7 Summary of Expenses

2024-2025

County JEFFERSON

	A. Assessment Administration	B. Valuation	C. BOPTA	D. Tax Collection & Distribution	E. Cartography*	F. Dedicated IT services for A&T	Totals
Current operating expenses							
1. Personnel services	194,643	464,980	14,050	461,859	151,882	0	1,287,414
2. Materials and services	33,517	83,067	550	107,436	115,295	0	339,865
3. Transportation	1,140	2,365	150	2,400	0	0	6,055
4. Total current operating expenses (Total direct expenses)	229,300	550,412	14,750	571,695	267,177	0	1,633,334

* Include approved grant funding for ORMAP

Indirect expenses

5. Total direct expenses (line 4)	1,633,334
6. If you use the 5 percent method to calculate your indirect expenses, enter 0.05 in this box.	0.05
Total indirect expenses (line 5 multiplied by line 6)	81,667
6A. If you use a percent amount approved by a federal granting agency to calculate your indirect expenses, enter that percentage in this box.....	0.00000
Total indirect expenses (line 6A multiplied by the direct expense amount for the category/categories that your certificate allows)	0
7. Total indirect expenses	81,667

Capital outlay

8. Enter the actual capital outlay without regard to limitation.	0	0	0	0	0	0
9. Total direct and indirect expenses (sum of lines 4 and 7)						1,715,001
10. Direct and indirect expenses multiplied by 0.06						102,900
11. The greater of line 10 or \$50,000.....						102,900
12. Capital outlay (the lesser of line 8 or line 11)						0
13. Total expenditures for CAFFA consideration (sum of lines 4, 7, and 12)						1,715,001

JEFFERSON COUNTY

Board of County Commissioners

66 S.E. "D" St. Suite 'A' • Madras, Oregon 97741 • Ph: (541) 475.2449 • Fax: (541) 475.4454



April 24, 2024

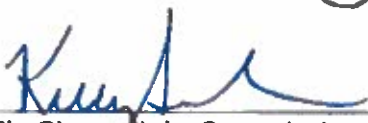
ELECTION OF DE MINIMIS INDIRECT COST RATE

As allowed by 2 CFR Chapter 1, Chapter 2, Part 200.414(f), Jefferson County hereby elects to charge a de minimis indirect cost rate of 10% of modified total direct costs on all Federal and State contracts effective July 1, 2024.

The 10% de minimis rate will be used consistently for all federal awards until such time as the County chooses to negotiate for a rate.

JEFFERSON COUNTY
BOARD OF COMMISSIONERS


Wayne Fording, Commission Chair


Kelly Simmelink, Commissioner


Mark Wunsch, Commissioner

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

It is hereby ordered that check number 49916 - 49930 be paid totaling **\$1,341,532.16**

FUND	FUND NAME	AMOUNT ISSUED	VOIDED	TOTAL EXPENSE
101	GENERAL FUND	\$40,903.68		\$40,903.68
202	PUBLIC WORKS	\$591.00		\$591.00
203	FED STATE & CO ROAD CONST	\$108.06		\$108.06
205	NOXIOUS WEED PROGRAM	\$17.46		\$17.46
215	MT. JEFFERSON MEMORIAL PARK	\$36.02		\$36.02
218	FAIR	\$125.98		\$125.98
219	VICTIM'S ASSISTANCE	\$345.02		\$345.02
222	TRANSIENT OCCUPANCY	\$540.29		\$540.29
225	COHB-MENTAL HEALTH	\$208,794.59		\$208,794.59
226	PUBLIC LAND CORNER PRES	\$10.81		\$10.81
230	RURAL DOMESTIC VIOLENCE	\$170.37		\$170.37
231	JEFF CO BUSINESS LOAN FUND	\$90.05		\$90.05
236	SMOKE MANAGEMENT	\$36.02		\$36.02
239	HEALTH DEPT GRANT FUND	\$192.96		\$192.96
240	AMERICAN RESCUE FUND	\$2,890.55		\$2,890.55
244	MENTAL HEALTH - A&D	\$1,064,653.69		\$1,064,653.69
249	PARK FUND	\$938.74		\$938.74
250	ECONOMIC DEVELOPMENT	\$72.04		\$72.04
254	CJ - ADULT	\$20,168.37		\$20,168.37
256	GIS	\$18.01		\$18.01
265	JAIL	\$360.19		\$360.19
505	CDD - BUILDING	\$180.10		\$180.10
507	CAR POOL	\$180.10		\$180.10
508	RV PARK	\$36.02		\$36.02
509	SANITARY LANDFILL	\$72.04		\$72.04
TOTAL		\$1,341,532.16	\$0.00	\$1,341,532.16

Claims approved and checks dated: 4/26/2024

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 = 04/26/2024

Vendor Number	Vendor Name	Invoice Date	Invoice Number	Description	Net Invoice Amount	GL Activity Number	GL Period
2267	BC MECHANICAL LLC	04/19/2024	10369	Daiken ODU1-1 / Installation/Labo	5,699.66		424
2267	BC MECHANICAL LLC	04/19/2024	10518	Inspection Freezer/Wiring/ Labor/	485.34		424
2267	BC MECHANICAL LLC	04/19/2024	10551	Air Filter removal / Labor / Truck C	408.80		424
6447	BESTCARE TREATMENT	04/09/2024	026012ALLOT	MH A/D IGA 026012 ALLOT#10 J	1,064,653.69		424
6447	BESTCARE TREATMENT	04/10/2024	SUBCAP APR	PS SUBCAP Payment APR 2024	208,794.59		424
3644	Brunner, Ryan	04/23/2024	4/23/2024	Certified Mail - Weed Notices	17.46		424
3240	CANON FINANCIAL SERV	04/12/2024	32427602	Monthly Contract fee	73.75		424
3240	CANON FINANCIAL SERV	04/12/2024	32427602	Monthly Contract fee	73.75		424
2157	DESCHUTES COUNTY	04/16/2024	4168	Detention	9,360.00		424
194	MID OREGON PERSONN	04/10/2024	21894	Payroll for M.Beeler - week worke	2,158.72		424
6889	NORCOR	03/31/2024	40300	Detention	1,386.00		424
1950	NORTHWEST PLAYGROU	04/19/2024	53315	Playworld - Supplies - Freight	938.74		424
2054	PAMPLIN MEDIA GROUP	04/05/2024	322048	Notice of Budget Committee Meeti	69.67		424
2054	PAMPLIN MEDIA GROUP	04/05/2024	322049	Notice Of Budget Committee Meet	70.01		424
2742	PHOENIX ASPHALT MAIN	04/16/2024	49276	Culvert Marker	591.00		424
3643	Russell, Katie	04/22/2024	APRIL2024	Mileage - CLHO Meeting	192.96	349	424
1133	RYDER ELECTION SERVI	04/17/2024	29831	May 21, 2024 Primary Election M	813.00		424
6089	SAVING GRACE	03/31/2024	1037	Personnel - Jan, Feb, Mar 2024 - B	345.02	39	424
1008	SOLUTIONS, CPAS PC	04/03/2024	16292	Fiscal Year ending June 30,2023	180.10		424
1008	SOLUTIONS, CPAS PC	04/03/2024	16292	Fiscal Year ending June 30,2023	180.10		424
1008	SOLUTIONS, CPAS PC	04/03/2024	16292	Fiscal Year ending June 30,2023	18,009.65		424
1008	SOLUTIONS, CPAS PC	04/03/2024	16292	Fiscal Year ending June 30,2023	72.04		424
1008	SOLUTIONS, CPAS PC	04/03/2024	16292	Fiscal Year ending June 30,2023	2,890.55		424
1008	SOLUTIONS, CPAS PC	04/03/2024	16292	Fiscal Year ending June 30,2023	36.02		424
1008	SOLUTIONS, CPAS PC	04/03/2024	16292	Fiscal Year ending June 30,2023	90.05		424
1008	SOLUTIONS, CPAS PC	04/03/2024	16292	Fiscal Year ending June 30,2023	10.81		424
1008	SOLUTIONS, CPAS PC	04/03/2024	16292	Fiscal Year ending June 30,2023	540.29		424
1008	SOLUTIONS, CPAS PC	04/03/2024	16292	Fiscal Year ending June 30,2023	52.23		424
1008	SOLUTIONS, CPAS PC	04/03/2024	16292	Fiscal Year ending June 30,2023	36.02		424
1008	SOLUTIONS, CPAS PC	04/03/2024	16292	Fiscal Year ending June 30,2023	108.06		424
1008	SOLUTIONS, CPAS PC	04/03/2024	16292	Fiscal Year ending June 30,2023	21,611.57		424
1008	SOLUTIONS, CPAS PC	04/03/2024	16292	Fiscal Year ending June 30,2023	72.04		424
1008	SOLUTIONS, CPAS PC	04/03/2024	16292	Fiscal Year ending June 30,2023	36.02		424
1008	SOLUTIONS, CPAS PC	04/03/2024	16292	Fiscal Year ending June 30,2023	360.19		424
1008	SOLUTIONS, CPAS PC	04/03/2024	16292	Fiscal Year ending June 30,2023	18.01		424
1008	SOLUTIONS, CPAS PC	04/03/2024	16292	Fiscal Year ending June 30,2023	170.37		424
1008	SOLUTIONS, CPAS PC	04/03/2024	16292	Fiscal Year ending June 30,2023	525.88		424
517	USPS	04/09/2024	517-1	Postage Due Account #664915, P	400.00		424
Grand Totals:					1,341,532.16		

Vendor Number	Vendor Name	Invoice Date	Invoice Number	Description	Net Invoice Amount	GL Activity Number	GL Period
---------------	-------------	--------------	----------------	-------------	--------------------	--------------------	-----------

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 = 04/26/2024

Certificate No. 2098

Certificate of Right to Burial

Jefferson County
430 SW Fairgrounds Road
Madras OR 97741

Elisa Agustin Casimiro
341 NE 9th Street
Madras OR 97741

This is to certify that Elisa Agustin Casimiro, has paid the sum of \$ 642.00, which payment includes perpetual care and entitles them and their heirs to the exclusive rights and burial in:

Block North Sunrise #2 - 24 Lot D Grave 4

at Mt. Jefferson Memorial Park Jefferson County, State of Oregon, according and subject to the limitations, restrictions and conditions of the Rules and Regulations of the cemetery, either now in force or hereafter enacted.

This certificate is a receipt acknowledging payment in full for the right of burial in the aforementioned space only. It does not constitute ownership, title or deed of real property. This certificate is not assignable and is void if held by any other than the person herein named or their heirs at law.

DATED on April 23, 2024

JEFFERSON COUNTY COMMISSION:

Commission Chair

Commissioner

Commissioner

Before Me: _____
Notary Public of Oregon
County of Jefferson
My Commission Expires: _____

Official Stamp:

Madras Sanitary Service
Garbage Collection Rates within Unincorporated Jefferson County
Proposed effective date: July 1, 2024

Monthly Rates

Automated Cart Service – Monthly rates for one pick up per week in carts provided by MSS, set at the road:

Current Rates	Proposed Rates
32 Gallon Cart \$24.61	\$27.07
64 Gallon Cart \$40.40	\$43.63
95 Gallon Cart \$54.39	\$57.65

Container Service (not including rents). Monthly rates for weekly pick up:

Current Rates	Proposed Rates
1 yard \$112.11	\$123.32
1.5 yard \$159.87	\$175.86
2 yard \$207.75	\$228.53

Extras (per each pick up, 32 gallon equivalent):

Current Rate	Proposed Rate
\$4.75	\$5.22

Hourly Rate for Drop Boxes (outside 9-mile radius of Mill St. Shop)

Current Rate	Proposed Rate
\$85.00	\$94.00

Disposal for Drop Boxes

Current Rate	Proposed Rate
\$82.00 per ton	\$92.00 per ton

Cart Service and end of road, monthly charge for weekly pick up.

	Current	Proposed
35 gallon	\$27.28	\$29.46
65 gallon	\$36.01	\$39.61
95 gallon	\$44.98	\$49.48
1.5 yard	\$135.11	\$148.62
2 yard	\$173.23	\$190.55

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):

IGA #179257 OHA Public Health Maternal & Child Health, Center for Prevention & Health Promotion for Medicaid Admin Claiming Amendment #1

Department: Public Health **Date Submitted:** 4/23/2023

Contact Person: Karla Hood, PH **Phone:** (541) 475-4456

Effective Dates of Contract/Grant/ Proposal: Upon Signature through June 30, 2028

Amount of Contract/Grant/Proposal: Medicaid Match **Requested Agenda Date:** 5/01/2023

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

Finance Director: _____

County Counsel: _____

CAO: _____

AGENDA ITEM BRIEF DESCRIPTION:

Amendment #1 to IGA #179257 to update information and increase quarterly IGA charge from \$20 to \$65 per cost pool member,

BACKGROUND/SUMMARY STATEMENT:

The Medicaid Match funding is received each quarter.

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

Discussion with approval to renew and sign.

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

Approve and Sign

ATTACHMENTS: 1) Document Return Statement 2) Original Document

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

Please return original signed documents to Karla Hood, PH.

DOCUMENT RETURN STATEMENT

Please complete the following statement and return with the completed signature page and the Contractor Data and Certification page and/or Contractor Tax Identification Information (CTII) form, if applicable.

If you have any questions or find errors in the above referenced Document, please contact the contract specialist.

Document number: 179257-1 , hereinafter referred to as "Document."

I, <u>Jeff Rasmussen</u>	<u>County Administrative Officer</u>
Name	Title

received a copy of the above referenced Document, between the State of Oregon, acting by and through the Department of Human Services, the Oregon Health Authority, and

Jefferson County by email.

Contractor's name

On _____ ,
Date

I signed the electronically transmitted Document without change. I am returning the completed signature page, Contractor Data and Certification page and/or Contractor Tax Identification Information (CTII) form, if applicable, with this Document Return Statement.

Authorizing signature

Date

Please attach this completed form with your signed document(s) and return to the contract specialist via email.



Agreement Number 179257

**AMENDMENT TO
STATE OF OREGON
INTERGOVERNMENTAL AGREEMENT**

You can get this document in other languages, large print, braille, or a format you prefer free of charge. Contact the Agreement Administrator at the contact information found on page one of the original Agreement, as amended. We accept all relay calls.

This is amendment number 1 to Agreement Number 179257 between the State of Oregon, acting by and through its Oregon Health Authority, hereinafter referred to as “OHA,” and

Jefferson County
500 NE A Street, Ste. 102
Madras, OR 97741
Attention: Karla Hood
Telephone: (541) 774-8039
E-mail address: karla.hood@publichealth.jeffco.net

hereinafter referred to as “**County.**”

1. This amendment shall become effective on the last date all required signatures in Section 7., below have been obtained.
2. The Agreement is hereby amended as follows:
 - a. Exhibit A Part 3 “Payment and Financial Reporting” section 4. a. only is amended, for work beginning July 1, 2024, as follows: language to be deleted or replaced is ~~struck through~~; new language is **underlined and bold.**
 4. County shall submit to MESD quarterly, in arrears, all cost pool data, utilizing the MESD web-based time study tool, for the Medicaid administrative costs claimed under this Agreement. County shall review the amount of Medicaid administrative costs as calculated by the MESD web-based time study tool, and shall approve these costs as the County’s claim, when the County agrees that the calculation is correct. The costs shall be calculated by the MESD tool, according to the federal formula, which is found in the Medicaid Administrative Claiming Public Health Manual, Version 4.0, and provided to the County by OHA.

- a. County shall pay by IGT to OHA quarterly upon invoice from OHA for:
 - (1) The State match portion which is equal to 50% (fifty percent) of the amount claimed by County and accepted by OHA for the total allowable Medicaid administrative costs; and
 - (2) An OHA quarterly intergovernmental charge of ~~\$20.00~~ \$65.00 per cost pool member, this charge to be assessed for all quarters.
 - b. OHA will reimburse County in arrears on a quarterly basis for the total allowable costs of providing Medicaid administrative activities.
- b. Exhibit B, “Standard Terms and Conditions”, Section 24., “Notice” OHA address only, to read as follows: language to be deleted or replaced is ~~struck through~~; new language is underlined and bold.**
- OHA: Office of Contracts & Procurement**
~~635 Capitol Street NE, Suite 350~~ **500 Summer Street NE, E-03**
 Salem, OR 97301
 Telephone: 503-945-5818
- c. **For services provided on and after the effective date of this amendment, Exhibit C, “Subcontractor Insurance Requirements” is hereby superseded and restated in its entirety, as set forth in Attachment 1 Exhibit C, “Subcontractor Insurance Requirements”, attached hereto and incorporated herein by this reference.**
 - d. **For services provided on and after the effective date of this amendment, Exhibit D, “Federal Terms and Conditions” is hereby superseded and restated in its entirety, as set forth in Attachment 2 Exhibit D, “Federal Terms and Conditions”, attached hereto and incorporated herein by this reference.**
3. Except as expressly amended above, all other terms and conditions of the original Agreement and any previous amendments are still in full force and effect. County certifies that the representations, warranties and certifications contained in the original Agreement are true and correct as of the effective date of this amendment and with the same effect as though made at the time of this amendment.
4. **Certification.** Without limiting the generality of the foregoing, by signature on this Agreement amendment, the undersigned hereby certifies under penalty of perjury that:
- a. County acknowledges that the Oregon False Claims Act, ORS 180.750 to 180.785, applies to any “claim” (as defined by ORS 180.750) that is made by (or caused by) County and that pertains to this Agreement or to the project for which the Agreement work is being performed. County certifies that no claim described in the previous sentence is or will be a “false claim” (as defined by ORS 180.750) or an act prohibited by ORS 180.755. County further acknowledges that in addition to the remedies under this Agreement, if it makes (or causes to be made) a false claim or performs (or causes to be performed) an act prohibited under the

- Oregon False Claims Act, the Oregon Attorney General may enforce the liabilities and penalties provided by the Oregon False Claims Act against County;
- b.** The information shown in Section 5.a. “County Information” of the original Agreement, as amended is County’s true, accurate and correct information;
 - c.** To the best of the undersigned’s knowledge, County has not discriminated against and will not discriminate against minority, women or emerging small business enterprises certified under ORS 200.055 in obtaining any required subcontracts;
 - d.** County and County’s employees and agents are not included on the list titled “Specially Designated Nationals” maintained by the Office of Foreign Assets Control of the United States Department of the Treasury and currently found at: <https://www.treasury.gov/resource-center/sanctions/SDN-List/Pages/default.aspx>;
 - e.** County is not listed on the non-procurement portion of the General Service Administration’s “List of Parties Excluded from Federal procurement or Non-procurement Programs” found at: <https://www.sam.gov/SAM>;
 - f.** County is not subject to backup withholding because:
 - (1) County is exempt from backup withholding;
 - (2) County has not been notified by the IRS that County is subject to backup withholding as a result of a failure to report all interest or dividends; or
 - (3) The IRS has notified County that County is no longer subject to backup withholding.
 - g.** County’s Federal Employer Identification Number (FEIN) provided to OHA is true and accurate. If this information changes, County shall provide OHA with the new FEIN within 10 days.

5. **County Information.** This information is requested pursuant to ORS 305.385.

PLEASE PRINT OR TYPE THE FOLLOWING INFORMATION:

County Name (exactly as filed with the IRS): Jefferson County Oregon

Street address: 66 SE D Street, Ste E

City, state, zip code: Madras, Oregon 97741

Email address: _____

Telephone: () **Fax:** ()

Proof of Insurance: County shall provide the following information upon submission of the signed Agreement amendment. All insurance listed herein must be in effect prior to amendment execution.

Workers' Compensation Insurance Company: CIS: City County Insurance Services

Policy #: 23LJEFC **Expiration Date:** 7/1/2024

6. Signatures.

COUNTY: YOU WILL NOT BE PAID FOR SERVICES RENDERED PRIOR TO NECESSARY STATE APPROVALS.

Jefferson County

By:

Authorized Signature

Wayne Fording
Printed Name

Commission Chair
Title

Date

State of Oregon, acting by and through its Oregon Health Authority

By:

Authorized Signature

Printed Name

Title

Date

Approved for Legal Sufficiency:

Via e-mail by Jeffrey J. Wahl, Assistant Attorney General
Oregon Department of Justice

April 12, 2024
Date

EXHIBIT C**SUBCONTRACTOR INSURANCE**

Local Government shall require its first-tier Contractor(s) (Contractor) that are not units of local government as defined in ORS 190.003, if any, to:

- i) obtain the insurance specified under TYPES AND AMOUNTS and meet the requirements under ADDITIONAL INSURED, CONTINUOUS CLAIMS MADE COVERAGE, NOTICE OF CANCELLATION OR CHANGE, and CERTIFICATES OF INSURANCE before the Contractor(s) perform under contracts between Local Government and the Contractors (the "Subcontracts"), and
- ii) maintain the insurance in full force throughout the duration of the Subcontracts. The insurance must be provided by insurance companies or entities authorized to transact the business of insurance and issue coverage in the State of Oregon and that are acceptable to Agency.

Local Government shall not authorize Contractors to begin work under the Subcontracts until the insurance is in full force. Thereafter, Local Government shall monitor continued compliance with the insurance requirements on an annual or more frequent basis. Local Government shall incorporate appropriate provisions in the Subcontracts permitting it to enforce Contractor compliance with the insurance requirements and shall take all reasonable steps to enforce such compliance. Examples of "reasonable steps" include issuing stop work orders (or the equivalent) until the insurance is in full force, terminating the Subcontracts as permitted by the Subcontracts, or pursuing legal action to enforce the insurance requirements. In no event, shall Local Government permit a Contractor to work under a Subcontract when the Local Government is aware that the Contractor is not in compliance with the insurance requirements. As used in this section, a "first-tier" Contractor is a Contractor with which the Local Government directly enters into a contract. It does not include a subcontractor with which the Contractor enters into a contract.

If Contractor maintains broader coverage and/or higher limits than the minimums shown in this insurance requirement exhibit, Agency requires and shall be entitled to the broader coverage and/or higher limits maintained by Contractor.

INSURANCE TYPES AND AMOUNTS**WORKERS' COMPENSATION AND EMPLOYERS' LIABILITY:**

All employers, including Contractor, that employ subject workers, as defined in ORS 656.027, shall comply with ORS 656.017 and shall provide Workers' Compensation Insurance coverage for those workers, unless they meet the requirement for an exemption under ORS 656.126(2). Contractor shall require and ensure that each of its subcontractors complies with these requirements. If Contractor is a subject employer, as defined in ORS 656.023, Contractor shall also obtain Employers' Liability Insurance coverage with limits not less than \$500,000 each accident.

If Contractor is an employer subject to any other state's workers' compensation law, Contractor shall provide Workers' compensation Insurance coverage for its employees as required by applicable workers' compensation laws including Employers' Liability Insurance coverage with limits not less

than \$500,000 and shall require and ensure that each of its out-of-state subcontractors complies with these requirements.

As applicable, Contractor shall obtain coverage to discharge all responsibilities and liabilities that arise out of or relate to the Jones Act with limits of no less than \$5,000,000 and/or the Longshoremen's and Harbor Workers' Compensation Act.

COMMERCIAL GENERAL LIABILITY:

Contractor shall provide Commercial General Liability Insurance covering bodily injury and property damage in a form and with coverage that are satisfactory to the State of Oregon. This insurance must include personal and advertising injury liability, products and completed operations, contractual liability coverage for the indemnity provided under this Contract, and have no limitation of coverage to designated premises, project, or operation. Coverage must be written on an occurrence basis in an amount of not less than \$1,000,000 per occurrence and not less than \$2,000,000 annual aggregate limit.

EXCESS/UMBRELLA INSURANCE:

A combination of primary and Excess/Umbrella insurance may be used to meet the required limits of insurance. When used, all of the primary and Excess or Umbrella policies must provide all of the insurance coverages required herein, including, but not limited to, primary and non-contributory, additional insured, Self-Insured Retentions (SIRs), indemnity, and defense requirements. The Excess or Umbrella policies must be provided on a true "following form" or broader coverage basis, with coverage at least as broad as provided on the underlying insurance. No insurance policies maintained by the Additional Insureds, whether primary or Excess, and which also apply to a loss covered hereunder, are to be called upon to contribute to a loss until the Contractor's primary and Excess liability policies are exhausted.

If Excess/Umbrella insurance is used to meet the minimum insurance requirement, the Certificate of Insurance must include a list of all policies that fall under the Excess/Umbrella insurance.

ADDITIONAL COVERAGE REQUIREMENTS:

Contractor's insurance shall be primary and non-contributory with any other insurance. Contractor shall pay for all deductibles, self-insured retention (SIR), and self-insurance, if any.

ADDITIONAL INSURED:

All liability insurance, except for Workers' Compensation, Professional Liability, Directors and Officers Liability and Network Security and Privacy Liability (if applicable), required under the Subcontract must include an Additional Insured Endorsement specifying the State of Oregon, its officers, employees and agents as Additional Insureds, including additional insured status with respect to liability arising out of ongoing operations and completed operations, but only with respect to Contractor's services to be performed under the Subcontract. Coverage must be primary and non-contributory with any other insurance and self-insurance.

Regarding Additional Insured status under the General Liability policy, the State of Oregon requires Additional Insured status with respect to liability arising out of ongoing operations and completed operations. The Additional Insured Endorsement with respect to liability arising out of Contractor's ongoing operations must be on or at least as broad as ISO Form CG 20 10 and the Additional Insured

endorsement with respect to completed operations must be on or at least as broad as ISO form CG 20 37.

WAIVER OF SUBROGATION:

Contractor shall waive rights of subrogation which Contractor or any insurer of Contractor may acquire against the Agency or State of Oregon by virtue of the payment of any loss. Contractor must obtain any endorsement that may be necessary to affect this waiver of subrogation, but this provision applies regardless of whether or not the Agency or State of Oregon has received a waiver of subrogation endorsement from the Contractor or the Contractor's insurer(s).

CONTINUOUS CLAIMS MADE COVERAGE:

If any of the required liability insurance is on a claims made basis and does not include an extended reporting period of at least 24 months, then Contractor shall maintain Continuous Claims Made coverage, provided the effective date of the Continuous Claims Made coverage is on or before the effective date of the Contract, for a minimum of 24 months following the later of:

- (i) Contractor's completion and Agency/Local Government's acceptance of all Services required under the Contract, or
- (ii) Agency or Contractor's termination of this Contract, or
- (iii) The expiration of all warranty periods provided under this Contract.

CERTIFICATE(S) AND PROOF OF INSURANCE:

Local Government shall obtain from the Contractor a Certificate(s) of Insurance for all required insurance before Contractor delivers any goods and performs any Services required under this Contract. The Certificate(s) must list the State of Oregon, its officers, employees, and agents as a certificate holder and as an endorsed Additional Insured. The Certificate(s) of Insurance must also include all required endorsements or copies of the applicable policy language effecting coverage required by this Contract. If Excess/Umbrella Insurance is used to meet the minimum insurance requirement, the Certificate of Insurance must include a list of all policies that fall under the Excess/Umbrella Insurance. As proof of insurance, Agency/Local Government has the right to request copies of insurance policies and endorsements relating to the insurance requirements in this Contract.

NOTICE OF CHANGE OR CANCELLATION:

The Contractor or its insurer must provide at least 30 days' written notice to Local Government before cancellation of, material change to, potential exhaustion of aggregate limits of, or non-renewal of the required insurance coverage(s).

INSURANCE REQUIREMENT REVIEW:

Contractor agrees to periodic review of insurance requirements by Agency/Local Government under this agreement and to provide updated requirements as mutually agreed upon by Contractor and Agency/Local Government.

STATE ACCEPTANCE:

All insurance providers are subject to Agency/Local Government acceptance. If requested by Agency/Local Government, Contractor shall provide complete copies of insurance policies, endorsements, self-insurance documents and related insurance documents to Agency/Local Government's representatives responsible for verification of the insurance coverages required under this Exhibit.

EXHIBIT D**Federal Terms and Conditions**

General Applicability and Compliance. Unless exempt under 45 CFR Part 87 for Faith-Based Organizations (Federal Register, July 16, 2004, Volume 69, #136), or other federal provisions, County shall comply and, as indicated, require all subcontractors to comply with the following federal requirements to the extent that they are applicable to this Agreement, to County, or to the Work, or to any combination of the foregoing. For purposes of this Agreement, all references to federal and state laws are references to federal and state laws as they may be amended from time to time.

1. **Miscellaneous Federal Provisions.** County shall comply and require all subcontractors to comply with all federal laws, regulations, and executive orders applicable to the Agreement or to the delivery of Work. Without limiting the generality of the foregoing, County expressly agrees to comply and require all subcontractors to comply with the following laws, regulations and executive orders to the extent they are applicable to the Agreement: (a) Title VI and VII of the Civil Rights Act of 1964, as amended, (b) Sections 503 and 504 of the Rehabilitation Act of 1973, as amended, (c) the Americans with Disabilities Act of 1990, as amended, (d) Executive Order 11246, as amended, (e) the Health Insurance Portability and Accountability Act of 1996, as amended, (f) the Age Discrimination in Employment Act of 1967, as amended, and the Age Discrimination Act of 1975, as amended, (g) the Vietnam Era Veterans' Readjustment Assistance Act of 1974, as amended, (h) all regulations and administrative rules established pursuant to the foregoing laws, (i) all other applicable requirements of federal civil rights and rehabilitation statutes, rules and regulations, and (j) all federal laws requiring reporting of client abuse. These laws, regulations and executive orders are incorporated by reference herein to the extent that they are applicable to the Agreement and required by law to be so incorporated. No federal funds may be used to provide Work in violation of 42 U.S.C. 14402.
2. **Equal Employment Opportunity.** If this Agreement, including amendments, is for more than \$10,000, then County shall comply and require all subcontractors to comply with Executive Order 11246, entitled "Equal Employment Opportunity," as amended by Executive Order 11375, and as supplemented in Oregon Department of Labor regulations (41 CFR Part 60).
3. **Clean Air, Clean Water, EPA Regulations.** If this Agreement, including amendments, exceeds \$100,000 then County shall comply and require all subcontractors to comply with all applicable standards, orders, or requirements issued under Section 306 of the Clean Air Act (42 U.S.C. 7606), the Federal Water Pollution Control Act as amended (commonly known as the Clean Water Act) (33 U.S.C. 1251 to 1387), specifically including, but not limited to Section 508 (33 U.S.C. 1368), Executive Order 11738, and Environmental Protection Agency regulations (2 CFR Part 1532), which prohibit the use under non-exempt Federal contracts, grants or loans of facilities included on the EPA List of Violating Facilities. Violations shall be reported to OHA, United States Department of Health and Human Services and the appropriate Regional Office of the Environmental

Protection Agency. County shall include and require all subcontractors to include in all contracts with subcontractors receiving more than \$100,000, language requiring the subcontractor to comply with the federal laws identified in this Section.

4. **Energy Efficiency.** County shall comply and require all subcontractors to comply with applicable mandatory standards and policies relating to energy efficiency that are contained in the Oregon energy conservation plan issued in compliance with the Energy Policy and Conservation Act 42 U.S.C. 6201 et.seq. (Pub. L. 94-163).
5. **Truth in Lobbying.** By signing this Agreement, County certifies, to the best of the County's knowledge and belief that:
 - a. No federal appropriated funds have been paid or will be paid, by or on behalf of County, to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any federal contract, the making of any federal grant, the making of any federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment or modification of any federal contract, grant, loan or cooperative agreement.
 - b. If any funds other than federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this federal contract, grant, loan or cooperative agreement, County shall complete and submit Standard Form LLL, "Disclosure Form to Report Lobbying" in accordance with its instructions.
 - c. County shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients and subcontractors shall certify and disclose accordingly.
 - d. This certification is a material representation of fact upon which reliance was placed when this Agreement was made or entered into. Submission of this certification is a prerequisite for making or entering into this Agreement imposed by Section 1352, Title 31 of the U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.
 - e. No part of any federal funds paid to County under this Agreement shall be used, other than for normal and recognized executive legislative relationships, for publicity or propaganda purposes, for the preparation, distribution, or use of any kit, pamphlet, booklet, publication, electronic communication, radio, television, or video presentation designed to support or defeat the enactment of legislation before the United States Congress or any State or local legislature itself, or designed to support or defeat any proposed or pending regulation, administrative action, or order issued by the executive branch of any State or local government itself.

- f. No part of any federal funds paid to County under this Agreement shall be used to pay the salary or expenses of any grant or contract recipient, or agent acting for such recipient, related to any activity designed to influence the enactment of legislation, appropriations, regulation, administrative action, or Executive order proposed or pending before the United States Congress or any State government, State legislature or local legislature or legislative body, other than for normal and recognized executive-legislative relationships or participation by an agency or officer of a State, local or tribal government in policymaking and administrative processes within the executive branch of that government.
 - g. The prohibitions in subsections (e) and (f) of this Section shall include any activity to advocate or promote any proposed, pending or future Federal, State or local tax increase, or any proposed, pending, or future requirement or restriction on any legal consumer product, including its sale or marketing, including but not limited to the advocacy or promotion of gun control.
 - h. No part of any federal funds paid to County under this Agreement may be used for any activity that promotes the legalization of any drug or other substance included in schedule I of the schedules of controlled substances established under Section 202 of the Controlled Substances Act except for normal and recognized executive congressional communications. This limitation shall not apply when there is significant medical evidence of a therapeutic advantage to the use of such drug or other substance of that federally sponsored clinical trials are being conducted to determine therapeutic advantage.
6. **Resource Conservation and Recovery.** County shall comply and require all subcontractors to comply with all mandatory standards and policies that relate to resource conservation and recovery pursuant to the Resource Conservation and Recovery Act (codified at 42 U.S.C. 6901 et. seq.). Section 6002 of that Act (codified at 42 U.S.C. 6962) requires that preference be given in procurement programs to the purchase of specific products containing recycled materials identified in guidelines developed by the Environmental Protection Agency. Current guidelines are set forth in 40 CFR Part 247.
7. **Audits.**
- a. County shall comply, and require all subcontractors to comply, with applicable audit requirements and responsibilities set forth in this Agreement and applicable state or federal law.
 - b. If County expends \$750,000 or more in federal funds (from all sources) in a federal fiscal year, County shall have a single organization-wide audit conducted in accordance with the provisions of 2 CFR Subtitle B with guidance at 2 CFR Part 200. Copies of all audits must be submitted to DHS within 30 days of completion. If County expends less than \$750,000 in a fiscal year, County is exempt from Federal audit requirements for that year. Records must be available as provided in Exhibit B, "Records Maintenance, Access".
8. **Debarment and Suspension.** County shall not permit any person or entity to be a subcontractor if the person or entity is listed on the non-procurement portion of the General Service Administration's "List of Parties Excluded from Federal Procurement or

Non-procurement Programs” in accordance with Executive Orders No. 12549 and No. 12689, “Debarment and Suspension”. (See 2 CFR Part 180.) This list contains the names of parties debarred, suspended, or otherwise excluded by agencies, and contractors declared ineligible under statutory authority other than Executive Order No. 12549. Subcontractors with awards that exceed the simplified acquisition threshold shall provide the required certification regarding their exclusion status and that of their principals prior to award.

9. **Pro-Children Act.** County shall comply and require all subcontractors to comply with the Pro-Children Act of 1994 (codified at 20 U.S.C. Section 6081 et. seq.).
10. **Medicaid Services.** County shall comply with all applicable federal and state laws and regulation pertaining to the provision of Medicaid Services under the Medicaid Act, Title XIX, 42 U.S.C. Section 1396 et. seq., including without limitation:
 - a. Keep such records as are necessary to fully disclose the extent of the services provided to individuals receiving Medicaid assistance and shall furnish such information to any state or federal agency responsible for administering the Medicaid program regarding any payments claimed by such person or institution for providing Medicaid Services as the state or federal agency may from time to time request. 42 U.S.C. Section 1396a(a)(27); 42 CFR Part 431.107(b)(1) & (2).
 - b. Comply with all disclosure requirements of 42 CFR Part 1002.3(a) and 42 CFR Part 455 Subpart (B).
 - c. Maintain written notices and procedures respecting advance directives in compliance with 42 U.S.C. Section 1396(a)(57) and (w), 42 CFR Part 431.107(b)(4), and 42 CFR Part 489 Subpart I.
 - d. Certify when submitting any claim for the provision of Medicaid Services that the information submitted is true, accurate and complete. County shall acknowledge County’s understanding that payment of the claim will be from federal and state funds and that any falsification or concealment of a material fact may be prosecuted under federal and state laws.
 - e. Entities receiving \$5 million or more annually (under this Agreement and any other Medicaid contract) for furnishing Medicaid health care items or services shall, as a condition of receiving such payments, adopt written fraud, waste and abuse policies and procedures and inform employees, contractors and agents about the policies and procedures in compliance with Section 6032 of the Deficit Reduction Act of 2005, 42 U.S.C. Section 1396a(a)(68).
11. **Agency-based Voter Registration.** If applicable, County shall comply with the Agency-based Voter Registration sections of the National Voter Registration Act of 1993 that require voter registration opportunities be offered where an individual may apply for or receive an application for public assistance.
12. **Disclosures.**
 - a. 42 CFR Part 455.104 requires the State Medicaid agency to obtain the following information from any provider of Medicaid or CHIP services, including fiscal agents of providers and managed care entities: (1) the name and address

(including the primary business address, every business location and P.O. Box address) of any person (individual or corporation) with an ownership or control interest in the provider, fiscal agent or managed care entity; (2) in the case of an individual, the date of birth and Social Security Number, or, in the case of a corporation, the tax identification number of the entity, with an ownership interest in the provider, fiscal agent or managed care entity or of any subcontractor in which the provider, fiscal agent or managed care entity has a 5% or more interest; (3) whether the person (individual or corporation) with an ownership or control interest in the provider, fiscal agent or managed care entity is related to another person with ownership or control interest in the provider, fiscal agent or managed care entity as a spouse, parent, child or sibling, or whether the person (individual or corporation) with an ownership or control interest in any subcontractor in which the provider, fiscal agent or managed care entity has a 5% or more interest is related to another person with ownership or control interest in the provider, fiscal agent or managed care entity as a spouse, parent, child or sibling; (4) the name of any other provider, fiscal agent or managed care entity in which an owner of the provider, fiscal agent or managed care entity has an ownership or control interest; and, (5) the name, address, date of birth and Social Security Number of any managing employee of the provider, fiscal agent or managed care entity.

- b. County shall furnish to the State Medicaid agency or to the Health and Human Services (HHS) Secretary, within 35 days of the date of the request, full and complete information about the ownership of any subcontractor with whom County has had business transactions totaling more than \$25,000 during the previous 12 month period ending on the date of the request, and any significant business transactions between County, and any wholly owned supplier or between County and any subcontractor, during the five year period ending on the date of the request. See, 42 CFR 455.105.
 - c. 42 CFR Part 455.434 requires as a condition of enrollment as a Medicaid or CHIP provider, to consent to criminal background checks, including fingerprinting when required to do so under state law, or by the category of the provider based on risk of fraud, waste and abuse under federal law.
 - d. As such, County must disclose any person with a 5% or greater direct or indirect ownership interest in County whom has been convicted of a criminal offense related to that person's involvement with the Medicare, Medicaid, or Title XXI program in the last 10 years.
 - e. County shall make the disclosures required by this Section 12. to OHA. OHA reserves the right to take such action required by law, or where OHA has discretion, as it deems appropriate, based on the information received (or the failure to receive information) from the provider, fiscal agent or managed care entity.
- 13. Federal Intellectual Property Rights Notice.** The federal funding agency, as the awarding agency of the funds used, at least in part, for the Work under this Agreement, may have certain rights as set forth in the federal requirements pertinent to these funds.

For purposes of this subsection, the terms “grant” and “award” refer to funding issued by the federal funding agency to the State of Oregon. County agrees that it has been provided the following notice:

- a. The federal funding agency reserves a royalty-free, nonexclusive and irrevocable right to reproduce, publish, or otherwise use the Work, and to authorize others to do so, for Federal Government purposes with respect to:
 - (1) The copyright in any Work developed under a grant, subgrant or contract under a grant or subgrant; and
 - (2) Any rights of copyright to which a grantee, subgrantee or a contractor purchases ownership with grant support.
 - b. The parties are subject to applicable federal regulations governing patents and inventions, including government-wide regulations issued by the Department of Commerce at 37 CFR Part 401, “Rights to Inventions Made by Nonprofit Organizations and Small Business Firms Under Government Grants, Contracts and Cooperative Agreements.”
 - c. The parties are subject to applicable requirements and regulations of the federal funding agency regarding rights in data first produced under a grant, subgrant or contract under a grant or subgrant.
- 14. Super Circular Requirements.** 2 CFR Part 200, or the equivalent applicable provision adopted by the awarding federal agency in 2 CFR Subtitle B, including but not limited to the following:
- a. **Property Standards.** 2 CFR 200.313, or the equivalent applicable provision adopted by the awarding federal agency in 2 CFR Subtitle B, which generally describes the required maintenance, documentation, and allowed disposition of equipment purchased with federal funds.
 - b. **Procurement Standards.** When procuring goods or services (including professional consulting services), applicable state procurement regulations found in the Oregon Public Contracting Code, ORS chapters 279A, 279B and 279C or 2 CFR §§ 200.318 through 200.326, or the equivalent applicable provision adopted by the awarding federal agency in 2 CFR Subtitle B, as applicable.
 - c. **Contract Provisions.** The contract provisions listed in 2 CFR Part 200, Appendix II, or the equivalent applicable provision adopted by the awarding federal agency in 2 CFR Subtitle B, that are hereby incorporated into this Exhibit, are, to the extent applicable, obligations of County, and County shall also include these contract provisions in its contracts with non-Federal entities.
- 15. Federal Whistleblower Protection.** County shall comply, and ensure the compliance by subcontractors or subgrantees, with 41 U.S.C. 4712, Enhancement of contractor protection from reprisal for disclosure of certain information.

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):

2023-2025 Oregon Health Authority IGA for the Financing of Public Health Services #180015 Amendment #7

Department: Public Health **Date Submitted:** April 23, 2024

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

Effective Dates of Contract/Grant/ Proposal: July 1, 2023-June 30, 2024

Amount of Contract/Grant/Proposal: \$438.00 **Requested Agenda Date:** May 1, 2024

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

Finance Director: _____

County Counsel: _____

CAO: _____

AGENDA ITEM BRIEF DESCRIPTION:

2023-2025 OHA IGA 180015-7: PE01-10 OIP CARES awarding the Vaccine Finance Summit Travel funds of \$438.

BACKGROUND/SUMMARY STATEMENT:

Reviewed and recommended for approval by Michael Baker, PH Director

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

Discussion for approval

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

Move to approve and sign.

ATTACHMENTS: OHA IGA #180015-7, Document Return Statement

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

Return signed & numbered documents to Karla Hood at Public Health to submit to the State.

DOCUMENT RETURN STATEMENT

Please complete the following statement and return with the completed signature page and the Contractor Data and Certification page and/or Contractor Tax Identification Information (CTII) form, if applicable.

If you have any questions or find errors in the above referenced Document, please contact the contract specialist.

Document number: 180015-7, hereinafter referred to as "Document."

I, Jeff Rasmussen County Administrative Officer
Name Title

received a copy of the above referenced Document, between the State of Oregon, acting by and through the Department of Human Services, the Oregon Health Authority, and

Jefferson County of Oregon by email.

Contractor's name

On _____,
Date

I signed the electronically transmitted Document without change. I am returning the completed signature page, Contractor Data and Certification page and/or Contractor Tax Identification Information (CTII) form, if applicable, with this Document Return Statement.

 Authorizing signature

 Date

Please attach this completed form with your signed document(s) and return to the contract specialist via email.

Agreement #180015



**AMENDMENT TO OREGON HEALTH AUTHORITY
2023-2025 INTERGOVERNMENTAL AGREEMENT FOR THE
FINANCING OF PUBLIC HEALTH SERVICES**

In compliance with the Americans with Disabilities Act, this document is available in alternate formats such as Braille, large print, audio recordings, Web-based communications and other electronic formats. To request an alternate format, please send an e-mail to dhs-oha_publicationrequest@state.or.us or call 503-378-3486 (voice) or 503-378-3523 (TTY) to arrange for the alternative format.

This Seventh Amendment to Oregon Health Authority 2023-2025 Intergovernmental Agreement for the Financing of Public Health Services, effective July 1, 2023, (as amended the “Agreement”), is between the State of Oregon acting by and through its Oregon Health Authority (“OHA”) and Jefferson County, (“LPHA”), the entity designated, pursuant to ORS 431.003, as the Local Public Health Authority for Jefferson County. OHA and LPHA are each a “Party” and together the “Parties” to the Agreement.

RECITALS

WHEREAS, OHA and LPHA wish to modify the Fiscal Year 2024 (FY24) Financial Assistance Award set forth in Exhibit C of the Agreement.

WHEREAS, OHA and LPHA wish to modify the Exhibit J information required by 2 CFR Subtitle B with guidance at 2 CFR Part 200;

NOW, THEREFORE, in consideration of the premises, covenants and agreements contained herein and other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the parties hereto agree as follows:

AGREEMENT

1. This Amendment is effective on March 1, 2024, regardless of the date this amendment has been fully executed with signatures by every Party and when required, approved by the Department of Justice. However, payments may not be disbursed until the Amendment is fully executed.
2. The Agreement is hereby amended as follows:
 - a. Exhibit C, Section 1 of the Agreement, entitled “Financial Assistance Award” for FY24 is hereby superseded and replaced in its entirety by Attachment A, entitled “Financial Assistance Award (FY24)”, attached hereto and incorporated herein by this reference. Attachment A must be read in conjunction with Section 3 of Exhibit C.
 - b. Exhibit J of the Agreement entitled “Information required by 2 CFR Subtitle B with guidance at 2 CFR Part 200” is amended to add to the federal award information datasheet as set forth in Attachment B, attached hereto and incorporated herein by this reference.
3. LPHA represents and warrants to OHA that the representations and warranties of LPHA set forth in Section 4 of Exhibit F of the Agreement are true and correct on the date hereof with the same effect as if made on the date hereof.
4. Capitalized words and phrases used but not defined herein shall have the meanings ascribed thereto in the Agreement.
5. Except as amended hereby, all terms and conditions of the Agreement remain in full force and effect.

6. This Amendment may be executed in any number of counterparts, all of which when taken together shall constitute one agreement binding on all parties, notwithstanding that all parties are not signatories to the same counterpart. Each copy of this Amendment so executed shall constitute an original.

IN WITNESS WHEREOF, the parties hereto have executed this Amendment as of the dates set forth below their respective signatures.

7. Signatures.

STATE OF OREGON, ACTING BY AND THROUGH ITS OREGON HEALTH AUTHORITY

Approved by: _____

Name: /for/ Nadia A. Davidson

Title: Director of Finance

Date: _____

JEFFERSON COUNTY LOCAL PUBLIC HEALTH AUTHORITY

Approved by: _____

Printed Name: Wayne Fording

Title: Commission Chair

Date: _____

DEPARTMENT OF JUSTICE – APPROVED FOR LEGAL SUFFICIENCY

Agreement form group-approved by Steven Marlowe, Senior Assistant Attorney General, Tax and Finance Section, General Counsel Division, Oregon Department of Justice by email on August 11, 2023, copy of email approval in Agreement file.

REVIEWED BY OHA PUBLIC HEALTH ADMINISTRATION

Reviewed by: _____

Name: Rolonda Widenmeyer (or designee)

Title: Program Support Manager

Date: _____

**Attachment A
Financial Assistance Award (FY24)**

State of Oregon Oregon Health Authority Public Health Division		
1) Grantee Name: Jefferson County Street: 715 SW 4th St., Suite C City: Madras State: OR Zip: 97741-1022	2) Issue Date Friday, March 1, 2024	This Action Amendment
	3) Award Period From July 1, 2023 through June 30, 2024	

4) OHA Public Health Funds Approved				
Number	Program	Previous Award Balance	Increase / Decrease	Current Award Balance
PE01-01	State Support for Public Health	\$31,324.00	\$0.00	\$31,324.00
PE01-09	COVID-19 Active Monitoring - ELC	\$289,011.36	\$0.00	\$289,011.36
PE01-10	OIP - CARES	\$101,837.94	\$438.00	\$102,275.94
PE01-12	ACDP Infection Prevention Training	\$1,517.82	\$0.00	\$1,517.82
PE10-02	Sexually Transmitted Disease (STD)	\$74,546.00	\$0.00	\$74,546.00
PE12-01	Public Health Emergency Preparedness and Response (PHEP)	\$75,994.49	\$0.00	\$75,994.49
PE13	Tobacco Prevention and Education Program (TPEP)	\$408,245.72	\$0.00	\$408,245.72
PE40-01	WIC NSA: July - September	\$42,060.00	\$0.00	\$42,060.00
PE40-02	WIC NSA: October - June	\$126,181.00	\$0.00	\$126,181.00
PE40-05	Farmer's Market	\$1,868.00	\$0.00	\$1,868.00
PE42-03	MCAH Perinatal General Funds & Title XIX	\$2,265.00	\$0.00	\$2,265.00
PE42-04	MCAH Babies First! General Funds	\$7,241.00	\$0.00	\$7,241.00
PE42-06	MCAH General Funds & Title XIX	\$4,249.00	\$0.00	\$4,249.00
PE42-11	MCAH Title V	\$22,478.00	\$0.00	\$22,478.00
PE42-12	MCAH Oregon Mothers Care Title V	\$12,197.00	\$0.00	\$12,197.00
PE42-13	Family Connects Oregon	\$65,501.00	\$0.00	\$65,501.00

OHA - 2023-2025 INTERGOVERNMENTAL AGREEMENT - FOR THE FINANCING OF PUBLIC HEALTH SERVICES

PE43-01	Public Health Practice (PHP) - Immunization Services	\$11,307.00	\$0.00	\$11,307.00
PE43-05	OIP Bridge COVID	\$10,621.00	\$0.00	\$10,621.00
PE44-01	SBHC Base	\$60,000.00	\$0.00	\$60,000.00
PE44-02	SBHC - Mental Health Expansion	\$87,500.00	\$0.00	\$87,500.00
PE46-05	RH Community Participation & Assurance of Access	\$19,468.92	\$0.00	\$19,468.92
PE50	Safe Drinking Water (SDW) Program (Vendors)	\$13,740.00	\$0.00	\$13,740.00
PE51-01	LPHA Leadership, Governance and Program Implementation	\$361,332.00	\$0.00	\$361,332.00
PE51-03	ARPA WF Funding	\$74,723.79	\$0.00	\$74,723.79
PE51-05	CDC PH Infrastructure Funding	\$204,493.63	\$0.00	\$204,493.63
		\$2,109,703.67	\$438.00	\$2,110,141.67

5) Foot Notes:

PE01-10	2/2024: Any unspent funds will be rolled over into SFY25.
PE10-02	7/15/2023: Full FY24 award funds may be used in FY24 during the period of 7/1/23-12/31/2023 due to DIS WF federal grant funding being cut by CDC on 12/31/23.
PE10-02	8/2023: Prior Footnote dated 7/15/2023 Null and Void. Full FY24 award funds may now be used in FY24 during the period of 7/1/23-01/31/2024 due to new guidance from the CDC.
PE10-02	02/2024: Budget period extended through 06/30/2024. There will be no additional DIS workforce money available beyond SFY24.
PE40-01	7/2023: Unspent SFY2024 Q1 award will be rescinded by the state, cannot be carried over to SFY2024 Q2-4 period.
PE40-02	7/2023: Q2-4 Unspent grant award will be rescinded by the state at end of SFY2024
PE42-11	7/2023: Indirect charges cap at 10%.
PE42-12	7/2023: Indirect Charges cap at 10%.
PE43-01	7/2023: Awarded funds can be spent on allowable costs for the period of 7/1/2023 - 9/30/23. Any unspent funds will be de-obligated.
PE43-01	9/2023: Prior Footnote dated 7/2023 Null and Void.
PE43-05	12/2023: Funds are available 7/1/23-12/31/24. Unspent SFY24 funds will be carried over to the first six months of SFY25.

PE43-05	2/2024: Prior Footnote dated 12/2023 Null and Void. Any unspent funds will be rolled over into SFY25.
PE51-01	7/2023: Bridge funding for 7/1/23-9/30/23.
PE51-01	8/2023: Prior Footnote dated 7/2023 Null and Void
PE51-03	9/2023: Federal funds expire 6/30/24 and will be ineligible for carryover into SFY25.
PE51-03	3/2023: Prior footnote null and void. Federal funds are available through 6/30/25. Unspent funds in SFY24 will be carried over to the next fiscal year.

6) Comments:	
PE01-01	8/2023: Prior Comment dated 7/2023 Null and Void 7/2023: SFY24 funding available 7/1/23-9/30/23 only.
PE01-09	10/2023: rollover unspent SFY23 funds of \$289,011.36
PE01-10	3/2024: Awarding Vaccine Finance Summit travel funds of \$438 to be paid as lump sum upon receipt of invoice. 10/2023: rollover unspent SFY23 funds of \$101,837.94
PE12-01	8/2023: Prior Comment dated 7/2023 Null and Void 7/2023: SFY24 Award funding for first 3 months only
PE13	10/2023: rollover unspent SFY23 funds of \$120,165 9/2023: All Prior Comments Null and Void 7/15/23: SFY24 Award adding funding for 10/1/23-6/30/24
PE40-01	7/2023: SFY2024 Q1 WIC NSA grant award. \$8,412 must spent on Nutrition Ed; \$1,228 on BF Promotion. Underspend Q1 award cannot be carried over to Q2-4 period.
PE40-02	7/2023: SFY2024 Q2-4 grant award. \$25,236 must be spent on Nutrition Ed, \$3,684 on BF Promotion.
PE40-05	10/2023: Prior Comment dated 7/2023 Null and Void. 7/2023: SFY2024 WIC Farmers Market Mini grant award. Final Q2 Rev & Exp Report is required for final accounting. Underspent funds will be rescinded by the state in February 2024
PE42-13	11/2023: SFY24 Nurse workforce development funds of \$10,000 and HDHP funds of \$5,501
PE51-03	10/2023: rollover unspent SFY23 funds of \$62,179.79
PE51-05	7/2023: SFY24 Award Available 7/1/23-6/30/24. Funds are available 7/1/23-11/30/27. Unspent Funds in SFY24 will be carried over to the next fiscal year.

7) Capital outlay Requested in this action:				
Prior approval is required for Capital Outlay. Capital Outlay is defined as an expenditure for equipment with a purchase price in excess of \$5,000 and a life expectancy greater than one year.				
Program	Item Description	Cost	PROG APPROV	

Attachment B

Information required by CFR Subtitle B with guidance at 2 CFR Part 200

PE01-10 OIP - CARES		
Federal Award Identification Number:	NH23IP922626	NH23IP922626
Federal Award Date:	08/05/21	03/31/21
Budget Performance Period:	7/1/2023-6/30/2024	7/1/2023-6/30/2024
Awarding Agency:	CDC	CDC
CFDA Number:	93.268	93.268
CFDA Name:	Immunization Cooperative Agreements	Immunization Cooperative Agreements
Total Federal Award:	38,110,851	38,627,576
Project Description:	CDC-RFA-IP19-1901 Immunization and Vaccines for Children	CDC-RFA-IP19-1901 Immunization and Vaccines for Children
Awarding Official:	Divya Cassity	Divya Cassity
Indirect Cost Rate:	17.64	17.64
Research and Development (T/F):	FALSE	FALSE
HIPPA	No	No
PCA:	53120	53856
Index:	50404	50404

Agency	UEI	Amount	Amount	Grand Total:
Jefferson	PZ2MUEELHTG7	\$1,689.94	\$100,586.00	\$102,275.94

AGENDA ITEM COVERSHEET

Admin. Session
 Action Item

Consent Agenda
 Report/Request

Public Hearing
 Other/Announcements

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

Allocation for Public Health Deputy Director

Department: Public Health

Date Submitted: 04/23/2024

Contact Person: Gabriel Soliz

Phone: 541-325-5024

Effective Dates of Contract/Grant/ Proposal: _____

Amount of Contract/Grant/Proposal: _____

Requested Agenda Date: 05/01/2024

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

Finance Director: _____

County Counsel: _____

CAO: _____

AGENDA ITEM BRIEF DESCRIPTION:

Correcting the allocation for Public Health Deputy Director Position

BACKGROUND/SUMMARY STATEMENT:

On 6/28/2023 County Commission discussed and approved the request for a Deputy Director position from the Public Health Department. The discussion indicated approval to fund the position 50/50 from fund 239 (Public Health Grant Funds) and fund 253 (Community Health Reserve aka "Do-Gooder" fund). The signed document allocated the position from 101-113. The enclosed is a request to re-classify the personnel expenditures for the Deputy Director from general fund 101-113, to fund 239 and approval to reimburse fund 239 for 50% of the costs for fiscal year 2023-24. This will require a budget amendment if approved.

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

Approve and direct staff to include in budget amendment

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

Motion to approve request to correct the allocation for the Public Health Deputy Director from 101-113 to fund 239 and reimburse 50% of costs from fund 253 for the fiscal year 2023-24 as attached.

ATTACHMENTS:

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

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

IN THE MATTER OF SETTING THE
COMPENSATION OF AN EMPLOYEE

SALARY ORDER NO. 0 - 094 - 23

WHEREAS, a department Director has informed the Board of Commissioners of the need to employ an individual and set the compensation of said employee within that Department, and

WHEREAS, pursuant to ORS 204.116, the Board of Commissioners sets salaries and authorizes the employment of personnel.

NOW, THEREFORE, IT IS HEREBY ORDERED THAT the following person be employed by Jefferson County, and the Board of Commissioners incorporate with this Order the particular details relevant to the employment of this person as set forth below:

Employee Name: Katherine Russell Offer Date: 08/01/2023 Start Date: 08/28/2023
Position: Deputy Director and Clinical Services Manager Department: Public Health Grade: 31 Step: 11
Wages: Per Hour: \$51.98 Per Month: \$9,044.52 Annual: \$108,520.73 Hours per Week: 40
Leave Benefits (hours per month): Vacation: 8 Sick: 8 Admin: 2 Wage Matrix: (A/B) B
Probation Period: 12 months Benefits Group: NR Residency Required: (Yes/No) No

Other Benefits or conditions not stated above:

Employee will be responsible for the mandated contribution to IAP PERS, currently 6.0% after six full months of employment. Additional benefit details in employment agreement.

This position IS or IS NOT exempt from overtime and/or compensatory time-off (pick one). A management or supervisory position is exempt from overtime and may be required to work more hours than specified as a condition of employment and will not be compensated for those extra hours.
Katherine Russell, accept the above tentative job offer terms and conditions of employment. I understand that this offer of employment constitutes the entire employment offer made by Jefferson County and that this job offer is not final until the Board of Commissioners approves this order. In accepting the offer of employment, I certify my understanding that employment will be on an at-will basis.
Employee Signature: [Signature] Date: 8/8/2023

APPROVED, ADOPTED, AND ORDERED this 9th day of August 2023

ATTEST:
Department Director: [Signature] BOARD OF COMMISSIONERS
Commissioner, Chair: [Signature]
Finance Director: [Signature] Commissioner: [Signature]
County Administrative Officer: [Signature] Commissioner: [Signature]

PERS ENROLLMENT DATES: QUALIFYING _____ START August 28, 2023
GL BUDGET LINE ITEM: 4-0-1-1-3-510-0-0-2 ANNIVERSARY DATE: September 1st

PROFESSIONAL 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 David Allen 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 for a two year term effective April 1, 2024 through March 31, 2026. 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 provide consultation, advice and specialized legal services as requested by County Counsel, County Administrative Officer, or the Board of County Commissioners.
- 3. Consideration.** Contractor shall invoice County for work performed or services provided at a rate of \$225 per hour. Consideration shall not exceed \$20,000 over the course of this Agreement without consent of County. 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 perform or document the performance of contracted services, the County may withhold payments under this Agreement.

- 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. In addition, County may terminate this Agreement by giving Contractor thirty days prior written notice of intent to terminate, without waiving any claims or remedies it may have against Contractor. 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

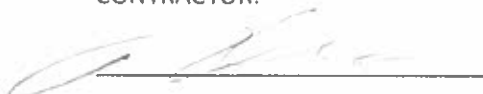
Agreement shall be brought and conducted solely and exclusively within the Jefferson County Circuit Court of the State of Oregon; provided, however, if the claim must be brought in a federal forum, then it shall be brought and conducted solely and exclusively within the United States District Court for 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 23 day of April, 2024.

CONTRACTOR:



By: DAVID ALLEN

Title: ATTORNEY

JEFFERSON COUNTY:

Commission Chair

Commissioner

Commissioner

AGENDA ITEM COVERSHEET

Admin. Session
 Action Item

Consent Agenda
 Report/Request

Public Hearing
 Other/Announcements

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

Second Addendum to Saving Grace Sub-Award Grant Agreement

Department: District Attorney's Office

Date Submitted: April 24, 2024

Contact Person: Corina Domingo Ball

Phone: 541-475-4452 x 4121

Effective Dates of Contract/Grant/ Proposal: 10/01/2020 - 09/30/2024

Amount of Contract/Grant/Proposal: \$44,214

Requested Agenda Date: May 1, 2024

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

Finance Director: _____

County Counsel: _____

CAO: _____

AGENDA ITEM BRIEF DESCRIPTION:

Second Addendum to Saving Grace Sub-Award Grant Agreement to Rural Grant Saving Grace Sub-Award M-219-23

BACKGROUND/SUMMARY STATEMENT:

The Rural Grant Saving Grace Sub-Award Extension is for \$44,214 and ends on September 30, 2024. This amount is to cover the expenses of the one year extension for the Saving Grace Advocate, Awareness Month Materials, and Emergency Services that are part of grant activities. There are two quarters left in the grant cycle and request to redistribute funds. The scope of the agreement and contract remain unchanged.

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

Discussion & action

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

Approve the Second Addendum to Saving Grace Sub-Award Grant Agreement in it's entirety

ATTACHMENTS: Second Addendum to Saving Grace Sub-Award Grant Agreement

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

Return original or a color copy to Corina Domingo Ball for grant records so she can forward to Saving Grace.

SECOND ADDENDUM TO SAVING GRACE SUBAWARD GRANT AGREEMENT

This Second Addendum to the Rural Domestic Violence, Dating Violence, Sexual Assault, and Stalking Program Subaward Grant Agreement between Jefferson County "County", and Saving Grace, a non-profit corporation, serving as a subcontract, hereinafter referred to as "Contractor", recorded in Jefferson County Records as M-214-20 and M-219-23, modifies the First Agreement as follows:

- 1) For the redistribution of funds between categories, Exhibit B is replaced with the following:

SUB-AWARD/PARTNER COMPENSATION AND TRAVEL:

Service	Calculation	Year 1	Year 2	Year 3	Total
Domestic Violence and Sexual Assault Saving Grace Advocate – Arely Raygoza					
\$37,431 Salary + \$11,061 Benefits = \$48,492					
	Y1: \$48,492 x 0.45 FTE	\$21,821	\$21,821	\$46,635	\$90,277
	Y2: \$48,492 x 0.45 FTE				
	Y3: \$48,492 x 0.946 FTE				
Sub-Award/Partner Compensation Subtotal:		\$21,821	\$21,821	\$46,635	\$90,277
OVW Mandated Training and Technical Assistance in TBD – Domestic Violence and Sexual Assault Saving Grace Advocate – Arely Raygoza					
Airfare	Y2: 1 person x \$175 flight	\$0	\$175	\$	\$
Hotel	Y2: 1 person x \$85/night x 2 nights	\$0	\$170	\$	\$
Meals	Y2: 1 person x \$65/day x 2 days	\$0	\$130	\$	\$
Sub-Award/Partner Travel Subtotal:		\$0	\$475	\$0	\$475
Total Saving Grace Sub-Award		\$21,821	\$22,296	\$46,635	\$90,752

SUPPLIES:

Service	Calculation	Year 1	Year 2	Year 3	Total
Awareness Month Materials					
	Y1: \$75/month x 4 months	\$300	\$300	\$600	\$1,200
	Y2: \$75/month x 4 months				
	Y3: \$150/month x 4 months				
Sub-Award Total Supplies:		\$300	\$300	\$600	\$1,200

OTHER COSTS:

Service	Calculation	Year 1	Year 2	Year 3	Total
Emergency Services					
	Y1: \$439 x 12 months	\$5,268	\$5,268	\$8,439	\$18,975
	Y2: \$439 x 12 months				
	Y3: \$703 x 12 months				
Sub-Award Total Other Costs:		\$5,268	\$5,268	\$8,439	\$18,975

TOTAL SUB-AWARD CONSIDERATION:

Service	Calculation	Year 1	Year 2	Year 3	Total
Saving Grace Sub-Award		\$21,821	\$22,296	\$46,635	\$90,752
Supplies		\$300	\$300	\$600	\$1,200
Emergency Services		\$5,268	\$5,268	\$8,439	\$18,975
TOTALS		\$27,389	\$27,864	\$55,674	\$110,927

All other terms to remain unchanged.

Jefferson County Board of Commissioners:

Wayne Fording, Commission Chair

Kelly Simmelink, Commissioner

Mark Wunsch, Commissioner

Date: _____

Saving Grace:



Title: Finance and Compliance Director

Date: 4/24/24

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

IN THE MATTER OF ESTABLISHING)
MILEAGE REIMBURSEMENT RATES,) ORDER NO.
AUTHORIZATIONS, AND PROCEDURES)
FOR CARPOOL FUND #507 AND INDIVIDUAL) _____
REIMBURSEMENT WHEN ON OFFICIAL)
COUNTY BUSINESS)

WHEREAS, the Board of Commissioners of Jefferson County has established Carpool Fund #507 for the purchase, operations and maintenance of County vehicles, and

WHEREAS, the fund is capitalized by charging each department a fixed rate per mile for its use of County vehicles, and

WHEREAS, the County also reimburses County employees and various board and committee members for mileage when they use their own vehicles for official business on behalf of Jefferson County, and

WHEREAS, from time-to-time, the Board of Commissioners finds it necessary to review and set new per-mileage reimbursement and carpool rates.

NOW THEREFORE, IT IS HEREBY ORDERED by the Jefferson County Board of Commissioners that effective July 1, 2024, and remaining in effect until otherwise Ordered by the Board of County Commissioners, that the mileage rate for Carpool Fund #507, shall be as follows:

1. Use of an individual's person vehicle for official County business as per County Policy 810.
2. All Carpool vehicles, except the Sheriff's Office and Public Works, are charged the adopted IRS Business Mileage rate effective January 1st of each year or modified mid-year by the IRS.
3. Carpool rates for all Sheriff's Office vehicles are charged \$0.15 premium above the adopted IRS Business Mileage rate effective January 1st of each year or modified mid-year by the IRS.
4. Public Works is not charged a Carpool Fund rate and is required to purchase, maintain, and operate all County owned fleet vehicles and equipment directly from its individual budget.
5. County Employee use of shared administrative fleet vehicle will be charged the per mile rate above to their department/fund.
6. Any vehicle maintenance or repair cost that exceeds \$3,000 from the Carpool Fund #507 must receive prior approval from the County Administrative Officer.

7. Sheriff's office is permitted to charge up to \$10,000 per customization of new law enforcement vehicles from the carpool fund, subject to following the purchasing policy (R-009-19).

DATED this ____ day of _____, 2024.

BOARD OF COMMISSIONERS

Wayne Fording, Commission Chair

Kelly Simmelink, Commissioner

Mark Wunsch, Commissioner

AGENDA ITEM COVERSHEET

Admin. Session
 Action Item

Consent Agenda
 Report/Request

Public Hearing
 Other/Announcements

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

Discussion on the creation of a new position "Rural Health Equity Integration Coordinator" to support Public Health efforts in addressing rural inequalities across multiple systems and sectors.

Department: Public Health

Date Submitted: June 3, 2022

Contact Person: Michael Baker

Phone: 541-475-4456 ext 4205

Effective Dates of Contract/Grant/ Proposal: Upon Approval

Amount of Contract/Grant/Proposal: _____ **Requested Agenda Date:** May 1, 2024

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

Finance Director: _____

County Counsel: _____

CAO: _____

AGENDA ITEM BRIEF DESCRIPTION:

Proposal to create a new position within Jefferson County Public Health that is designed to specifically work with local, regional, state, and federal partners to ensure an advocate for Jefferson County is present.

BACKGROUND/SUMMARY STATEMENT:

Current health data shows Jefferson County continues to rank as one of the unhealthiest in the state of Oregon. While direct access to medical care impacts an individual's overall health status, other social determinants of health play a larger role. The Rural Health Equity Integration Coordinator is new position that is designed to work with community partners to ensure appropriate resources are prioritized in the areas most needed. The position will be a vocal supporter for rural communities throughout Jefferson County.

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

Support for Rural Health Equity Integration Coordinator position within Public Health.

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

Approval for creation of position with ability to move forward with recruiting and filling.

ATTACHMENTS: Job Description. Proposal Handout.

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

Return any documentation to Karla Hood with Public Health.

Jefferson County Position Description

Position: Rural Health Equity Integration Coordinator	FLSA: Non-exempt
Department: Public Health	Salary Grade: 20
Bargaining Unit: Service Workers	Status: Full Time

Summary

This position involves multifaceted responsibilities including project and program development, management, and oversight across various initiatives and grant-related tasks to attain the highest level of health and promote the well-being of all Jefferson County residents. It requires conducting quality assurance, data analysis, and evaluation, with outcomes influencing changes at the community level, potentially shaping public policy and significantly impacting community health. Operating under the general supervision of the Health Services Director, the role manages administrative, compliance, and workforce development activities, collaborating with staff at all levels. This is a grant-funded position and is dependent on ongoing grant funding to continue the work.

Distinguishing Characteristics

Responsible for leading and coordinating complex community health initiatives and collaborating with staff, community partners, and stakeholders. Administrative support for public health committees is also required. Regular engagement in collaborations is needed to advance care coordination models. Participation in local, regional, and state system development partnerships, representing Jefferson County, is essential.

Essential Duties and Responsibilities

- Lead, coordinate, and align work across designated content areas.
- Ensure alignment with non-County entities at local, regional, and statewide levels to develop systems promoting Jefferson County community health.
- Assess, evaluate, and recommend improvements to community-based systems affecting public health.
- Plan primary prevention and health promotion programs.
- Participate in community health assessments, conduct needs assessments, interface with stakeholders, engage in interagency collaboration.
- Facilitate community engagement for priority planning to improve health indicators, policies, and equity.
- Write and monitor grants, leveraging resource opportunities.
- Plan and implement community outreach and information delivery.
- Ensure client record confidentiality, prepare reports, maintain statistical data, and utilize outcome data for program improvement.
- Provide community education.
- Represent Jefferson County in system development partnerships.
- Coordinate process improvement and support compliance and quality assurance.
- Collaborate with county leaders and community partners to promote healthcare transformation.
- Manage special department projects to enhance efficiency and effectiveness.
- Build collaborative relationships and direct strategic planning within the department.
- Serve as a subject-matter expert on community development and technical planning issues.
- Coordinate projects and operational issues with relevant stakeholders.
- As project coordinator, maintain and direct momentum on projects by developing timelines, setting clear expectations, adhering to output and outcome goals, participating in and troubleshooting challenges, and encouraging staff and volunteers; sets clear expectations and communicates goals.
- Supports community outreach and information dissemination on prevention and risk communication messages.
- Coordinates process improvement reviews and supports modifications toward that end, advocating for change to Health Services and community partners as necessary.

- Plans, leads, monitors and manages epidemiological investigation and analysis; interprets and applies national, state, county and local data sources and databases to assess trends and identify health disparities; implements statistical analysis techniques to address problems and develop recommendations and reports.
- Assists Director with compliance and quality assurance analysis, planning and improvement as well as privacy, personnel, workforce and policy matters.
- Meets, engages and collaborates with county leaders and community partners; builds and develops strong relationships, promotes healthcare transformation, and creates visions for goals, objectives, and desired outcomes.

Competencies

Knowledge of:

- Understanding of county policies, federal, state, and county laws governing public health, as well as regional public health protocols.
- Familiarity with research and statistical evaluation methods.
- Proficiency in community outreach and assessing health needs.
- Knowledge of customer service and public relations practices.
- Understanding of county organization, operations, and policies.
- Awareness of applicable state and federal rules and regulations.
- Knowledge of efficient resource management techniques.
- Proficiency in statistical and research methods for data collection and presentation.
- Understanding of local community issues and available resources.
- Familiarity with standard and specialized computer software applications.
- Proficient in analyzing and updating policies, procedures, forms, and work methods to increase the efficiency of administrative operations.

Skills in:

- Proficiency of computer skills including Microsoft Office (Word, Excel, PowerPoint, Outlook), Adobe Reader, e-mail, electronic calendar, social media (including but not limited to Facebook, Twitter, and YouTube)
- Analyzing issues, evaluating alternatives, and making recommendations.
- Interpreting and applying technical standards, regulations, and County policies.
- Researching, analyzing findings, and implementing changes.
- Presenting reports and information in public meetings.
- Using initiative and independent judgment.
- Prioritizing and promoting programs to meet County needs.
- Establishing collaborative relationships with stakeholders.
- Communicating effectively verbally and in writing.
- Leading, organizing, and executing programs and projects.
- Active listener and interpersonal skills.

Abilities

This job requires the ability to:

- Meet multiple deadlines
- Adhere to confidentiality requirements
- Work independently and without direct supervision
- Communicate effectively with the public, press, other agencies, and staff
- Compile data for investigations, inspections, and evaluations in clear concise reports
- Use a web-based reporting program for completing online reports
- Establish and maintain effective working relationships with other agency and organization representatives
- Facilitate multi-agency emergency plan development, maintenance, training and testing through exercises
- Develop action plans, including identification of community needs, current resources available, resources needed, community input on direction and development of final plan and preparation of

documents

- Conduct community needs assessment and service delivery planning
- Organize schedule, tasks, towards completion of goals and objectives
- Work outside of normal working hours

Physical Abilities

Ability to sit at a computer using rapid wrist, hand, and finger movement for an extended period of time. Ability to walk, stand, talk, stoop, kneel, or crawl when necessary, over uneven terrain. Ability to lift, push, or pull up to 30lbs occasionally. Ability to communicate with others appropriately and effectively.

Education and Experience

Minimum qualifications: Bachelor's degree and related work experience. At least one year of governmental public health experience working at the local or state level. A combination of training, work experience in community participation, and working with community coalitions to achieve mutual goals may be substituted for a Bachelor's Degree if the experience is of sufficient/equivalent quality.

Preferred qualifications: Completion of a Master's degree in Public Health or a related field, plus previous experience in system-level coordination in community health or prevention procedures and protocols, credentialed as a Community Health Worker (CHW), or an equivalent combination of training, education, and/or experience.

Licenses and Certificates

- A valid Oregon driver's license with an acceptable driving record.

Working Conditions

Jefferson County Public Health is a team of dedicated and passionate individuals who work across many public health programs to promote and improve the overall health of everyone in our community. We are honored to serve our community and hold ourselves to high standards while we work to reduce barriers for those who otherwise might not be able to access services. The work environment characteristics described here are representative of those an employee may encounter while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform essential functions. Usually works in a general office environment. Working hours may be extended and stressful during an emergency situation. The performance of fieldwork may require walking over various terrain or other hazards and exposure to all weather conditions. Travel is necessary, requiring the operation of a motor vehicle, often to remote areas. The employee may be required to travel at nighttime or on weekends or in inclement weather to participate in program events or to respond to Public Health Emergencies.

Probationary Requirement

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

Created on: April 17, 2024

Employee Signature

Date Signed

Supervisor Signature

Date Signed

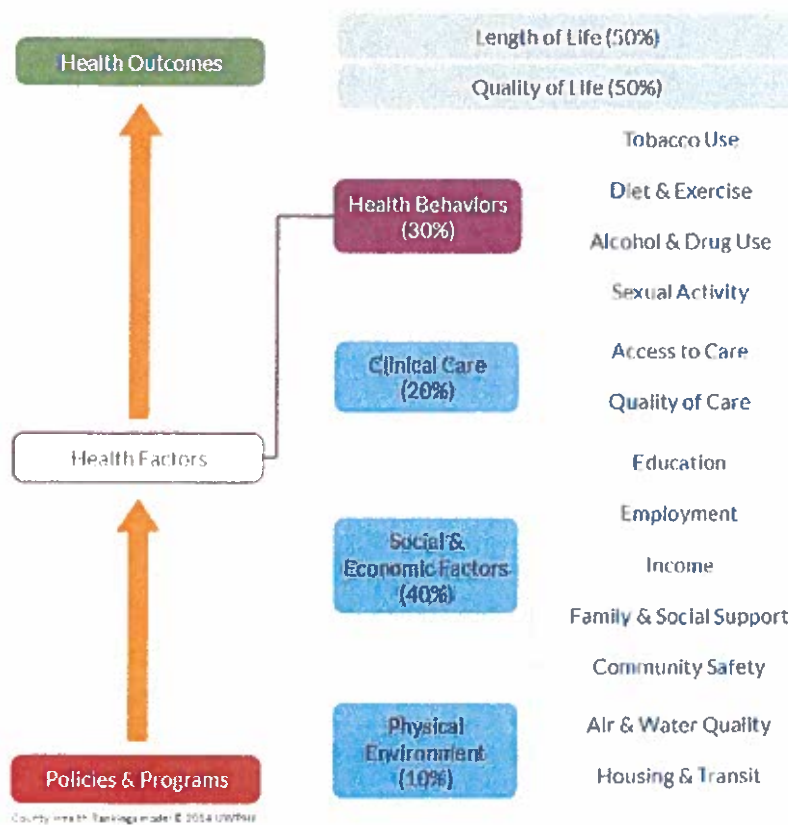
Summary

Rural Health Equity Intergration Coordinator

The proposal is to create a Rural Health Equity Integration (RHEI) Coordinator position at Jefferson County Public Health. The RHEI Coordinator would spearhead a systems approach addressing modifiable risk factors for residents of Jefferson County that could improve its current status among state rankings. The main responsibility of this role is to develop and sustain a county-wide system aligning team efforts with County and non-County entities to reduce health disparities. Leading and coordinating complex community health initiatives and collaborating with staff, community partners, and stakeholders. Administrative support for public health committees, regular engagement in local, regional, and state system development partnerships and collaborations.

What Impacts Health

This model demonstrates how different elements affect health outcomes.



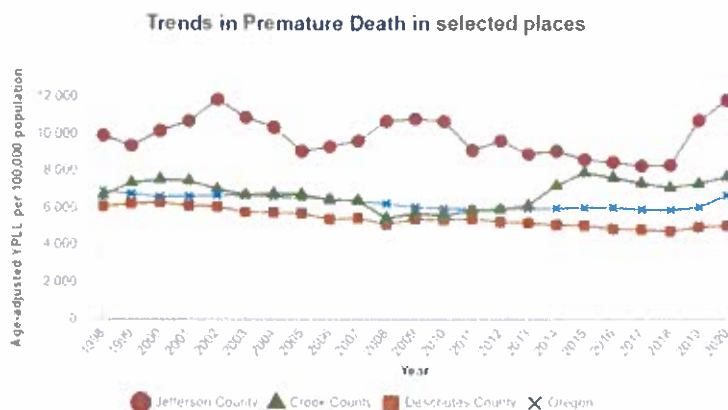
Overview

Jefferson County Health Ranking

Jefferson County has the 6th highest uninsured rate in the State (11.3% vs 8.4% for the state). It has the 4th highest diabetes rate in the State (10.2%) and both men and women aged 65+ are in the lowest quartile for being up to date on a core set of clinical preventive services, including flu shots in the past year, PPV shot ever, and colorectal cancer screening (40.5% and 36.4%, respectively). The average life expectancy for people living in Jefferson County is 74.2 years, the state and Crook County average of 78.7 years, and Deschutes County average of 81.2 years.

Health Outcomes

Health Outcomes tell us how long people live on average within a community, and how much physical and mental health people experience in a community while they are alive.



Years of potential life lost before age 75 per 100,000 population (age-adjusted).

Health Factors

Many things influence how well and how long we live. Health Factors represent those things we can improve to live longer and healthier lives. They are indicators of the future health of our community.



Health Factor	Jefferson, OR	Crook, OR	Deschutes, OR	Oregon
Alcohol-impaired Driving Deaths	~ 38%	32%	24%	27%
Sexually Transmitted Infections	~ 626.3	287.5	262.2	367.3
Teen Births	25	18	9	12
Clinical Care	Jefferson, OR	Crook, OR	Deschutes, OR	Oregon
Uninsured	~ 9%	7%	8%	7%
Primary Care Physicians	~ 1,570:1	2,860:1	1,010:1	1,060:1
Dentists	~ 1,950:1	2,200:1	1,120:1	1,180:1
Mental Health Providers	~ 360:1	190:1	160:1	190:1
Preventable Hospital Stays	~ 1,612	1,513	1,250	1,296
Mammography Screening	~ 41%	43%	49%	41%
Flu Vaccinations	~ 36%	33%	50%	49%