



Board of Commissioners' Administrative Meeting  
January 12, 2021 ~ 1:00 pm ~ Room 214

1/12/2021 - Minutes

**1. To Watch A Live Stream Of This Meeting, Click The Link Below Or Go To [Www.klamathcounty.org](http://www.klamathcounty.org)**

**2. Call To Order & Those Present**

Commissioner Morris, Commissioner DeGroot, Commissioner Boyd, Sandy Cox/Admin Staff, Marcus Henderson/County Counsel, Jennifer Little/Public Health, Amanda VanRiper/HR, Jeremy Morris/Public Works, Myles Maxey/DD Services,

**3. Approve Minutes From Last Meeting**

Commissioner Morris approves minutes from 1/5/21 meeting.

**4. Jennifer Little - Public Health**

**1. WIC Nutritionist**

Jennifer Little/Amanda VanRiper address the Board with exception to offer position at step 5. Commissioner Morris motions to approve memo as outlined, Commissioner DeGroot seconds. Commissioner Morris indicates this is a very unique position. Unanimous vote. Approved

**5. Amanda Van Riper - Human Resources**

**1. COVID-19 Paid Leave Discussion Continued**

Amanda VanRiper addresses the Board for clarification, should an employee exhausted their personal leave before applying for leave from the COVID leave bank? Commissioner Boyd thinks that they should exhaust their personal leave before receiving time from bank. Commissioner DeGroot wants to make sure that we are tracking the COVID leave because we may get additional dollars for that time. Commissioner Morris agrees with Commissioner Boyd for consistency reasons. Another thing is: Does the BOCC need to approve the individual COVID leave requests like we do with other donated leave? Board is good with VanRiper approving the COVID leave donations as needed. Can we still accept time donation to the COVID bank, Board agrees Yes. Last, will bring this matter back to the Board if/when the bank runs dry.

**2. Approve Budget Assumptions**

Amanda VanRiper presents memo outlining budget assumptions for approval.

Commissioner Morris motions to approve memo as presented, Commissioner DeGroot seconds. Unanimous vote. Approved

**3. New Position Request - DDS**

Amanda VanRiper/Myles Maxey address the Board with new position request. Commissioner questions the growth? Maxey responds and elaborates. Commissioner Morris motions to approve memo as outlined, Commissioner DeGroot seconds. Commissioner DeGroot comments that the transition/growth from where DD Services was when he started to where we are now has been great. Unanimous vote. Approved

**4. Reclassification Request – DDS**

Amanda VanRiper/Myles Maxey address the Board with reclassification request. Commissioner Morris motions to approve memo as outlined, Commissioner DeGroot seconds. Commissioner Boyd asks if there are other Departments that have Deputy Directors, would like to be consistent. Yes, Public Health. Board agrees that we need to be consistent. Unanimous vote. Approved

**6. Jeremy Morris - Public Works**

**1. Sunset Village Roadway Discussion Continued**

Jeremy Morris addresses the Board, follow up from discussion last week. Commissioner Boyd, after speaking in great length with Jeremy believes this action is necessary. Commissioner DeGroot agrees that we need to proceed and is good with Jeremy working with Mr. Keller to find an agreeable action.

**2. Pilot Project - De-Icer Coated Cinders On County Roads**

Jeremy Morris addresses the Board, suggests utilizing/fitting one of their older trucks for using De-Icer, Pilot project would be on Lakeshore, if works well then would fit another truck for the program. Board likes the idea.

**3. Tripcheck - Weather Hazard For Limited Winter Nighttime Maintenance On County Roads**

Jeremy Morris addresses the Board with an idea for a pilot program. The Board likes the idea.

**7. BOCC**

**1. Employee Stipend Discussion Continued**

Commissioner Boyd bringing this back as a follow up. Commissioner Morris explains that three of these individuals are in Juvenile and that Mr. Golden is proposing to reclassify those individuals then their stipends will end. Commissioner DeGroot is working on the two that fall under him as liaison. Follow up next week.

## 2. Structure Discussion Continued

Commissioner DeGroot does believe that the County structure should be changed and we should start with moving CDD under Public Works.

Commissioner Boyd disagrees, thinks the departments should be able to communicate and work together as is without creating another high paying position. Commissioner Morris appreciates the work Commissioner put into this plan not sure what her idea of a restructure would look like, but doesn't think now is a good time.

## 3. 2021 Liaison Responsibilities And Positions

Commissioner DeGroot presents draft Liaison list, proposes leaving the positions of Chair and Vice-Chair the same as they are today. Board consensus is that the draft is approved as presented.

## 4. Title III

Marcus Henderson addresses the Board, the understanding of what the project that was when presented to him and asked to take on was understated. He believes that job descriptions need to adjusted as well as compensation adjusted. Board agrees and instructs Counsel and Paralegal to get with HR to get a reclass done and bring back to Board.

## 8. Other County Business

None

## 9. Adjournment

1:55 pm

Audio recordings of all proceedings are available at the County Commissioners' office. The meeting facility is handicap accessible. Persons needing materials in alternate format or communication access, should telephone this office at 541-883-5100  (voice/TDD) or the ADA Coordinator at 541-883-4296  at least 48 hours in advance of the scheduled meeting.

Klamath County Commissioners' Weekly Calendar is subject to change without notice.

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