AGENDA

BENTON COUNTY BOARD OF COMMISSIONERS MEETING
Goal-setting Work Session
February 16, 2023, 9:00 AM

How to Participate in the Board of Commissioners Meeting		
In-Person	**Zoom Video**	**Zoom Phone Audio**
Kalapuya Building	*Click for Zoom link*	Dial: 1-253-215-8782
4500 SW Research Way	Zoom Meeting ID: **925 5397 8493**	
Corvallis, Oregon	Zoom Passcode: **770968**	

1. Opening

    1.1 Call to Order
    1.2 Introductions
    1.3 Announcements

2. Review and Approve Agenda

3. Discussion Topics

    3.1 (20 minutes) Oak Creek Drive Edge Line Striping Configuration – *Laurel Byer, Benton County Engineer*

    3.2 (15 minutes) 2040/2023-25 Department Goals/Budget – *Joe Kerby, County Administrator; Sean McGuire, Sustainability Coordinator*

    3.3 (20 minutes) Commissioner Updates – *Board of Commissioners*

    3.4 (45 minutes) Meeting with Congresswoman Val Hoyle – *Benton County Commissioners and Staff; City of Corvallis Elected Officials and Staff*

    3.5 (45 minutes) Visit to 53rd Flats Affordable Housing Apartments, Hunsaker Bike Path, Proximate to the Northwest Corner of SW Country Club Drive and SW Waverly Street, Corvallis

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The Board of Commissioners may call an executive session when necessary pursuant to ORS 192.660. The Board is not required to provide advance notice of an executive session. However, every effort will be made to give notice of an executive session. If an executive session is the only item on the agenda for the Board meeting, notice shall be given as for all public meetings (ORS 192.640(2)) and the notice shall state the specific reason for the executive session as required by ORS 192.660.

The meeting location is accessible to persons with disabilities. A request for an interpreter for the hearing impaired or for other accommodations for persons with disabilities should be made at least 48 hours before the meeting to the Board of Commissioners Office, (541) 766-6800.

3.6 (30 minutes) Emergency Sheltering Update –*Suzanne Hoffman, Health Services Director*

3.7 (20 minutes) Discussion of State of Emergency Declaration Regarding Homelessness – *Commissioner Xanthippe Augerot*

3.8 (30 minutes) County Administrator Transition Discussion –*Joe Kerby, County Administrator; Suzanne Hoffman, Health Services Director*

4. Executive Session

ORS 192.660[2][e] – Negotiations for Property Transactions

The Board will discuss negotiations for property transactions.

5. Other

ORS 192.640(1)" . . . notice shall include a list of the principal subjects anticipated to be considered at the meeting, but this requirement shall not limit the ability of a governing body to consider additional subjects."

The Board of Commissioners may call an executive session when necessary pursuant to ORS 192.660. When the executive session is part of a regular, special, or emergency meeting, and the need for the executive session is known in advance, the Board need not provide advance notice, but will strive to do so. If the need is not known in advance, the Board shall announce when it goes into and when it comes out of executive session. If an executive session only will be held, notice shall be given as for all public meetings (ORS 192.640 (2)). The proper cite under ORS 192.660 shall always be given.

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Edge Lane Roads

Benton County Public Works

Laurel Byer, County Engineer

February 16, 2023

Benton County
OREGON

What are Edge Lane Roads?

Delineated lanes for vehicles, bicyclists, and pedestrians
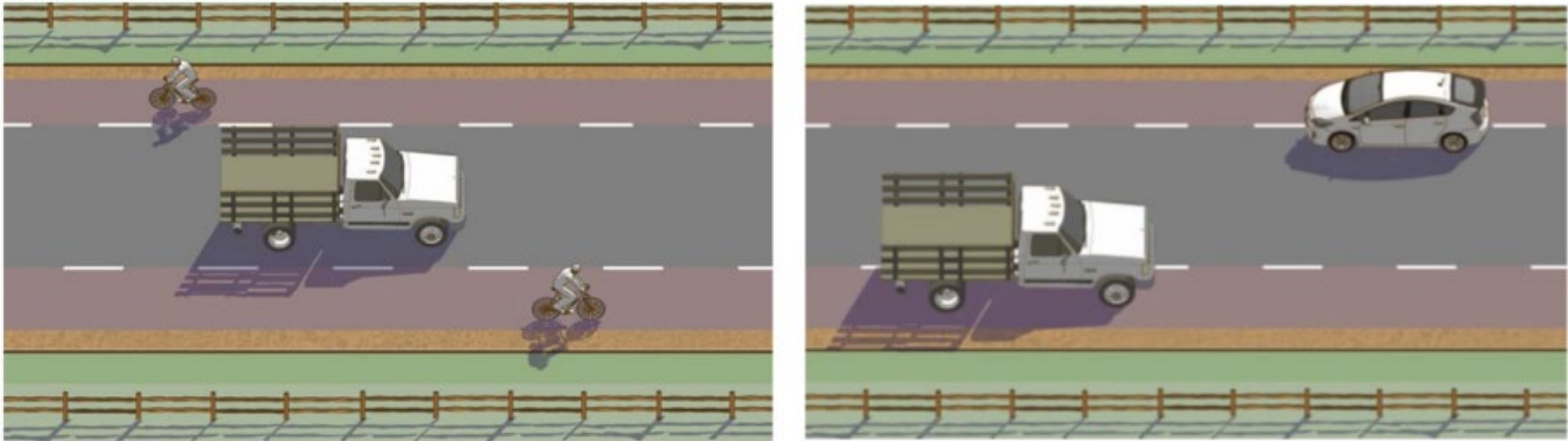
Benton County
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Edge Lane Roads

Fig. 1. ELR operation from FHWA small town and rural multimodal networks. (Reprinted from Dickman et al. 2016.)

Edge Lane Roads Examples

Utrecht, Amsterdam

Rural ELR, Amsterdam

Test ELR Yarmouth, ME

All photos from:
www.advisorybikelanes.com

Colored shoulder option

Green is approved for bikes in US

Example signs for education

Edge Lane Roads

Pros
• Have potential to reduce speeds and crashes
• Essentially adding shoulders without the high cost of road widening
• Long history of success in the Netherlands and other countries

Cons
• Currently classified as an experimental treatment
• FHWA no longer accepting new requests
• No approved design guidelines
• Not meant for high speed or high volume roads
• Sight distance is required
• Education and outreach required
• Increases maintenance costs

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Why Not Benton County?

- Liability
- Not approved for use by the Federal Highway Administration
- No approved design guidance
- Manual on Uniform Traffic Control Devices

What's Next?

- Federal Highway Administration studying the Test ELRs

- Draft proposal from the NCUTCD Bicycle Technical Committee

- Infrastructure Investment and Jobs Act requires update of MUTCD
    - May 15, 2023
    - Every four years to promote the safety, inclusion, and mobility of all road users

- AASHTO to update Bicycle Guide with design guidance on ELRs

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Stretch Goals in BLUE.

Department	Pre-Budget Approved Final Goals
Assessment	The Department will hire an outside agency to scan all property jackets into Lacerfiche (approximately 41,000) Once scanned they will be linked to the account on the assessment property search web page by June 30, 2025.
Assessment	Add all tax lot cards to the assessment property search web page by June 30, 2025.
Assessment	Complete an internal analysis on the ability to link permits from Community Development with Assessment data by January 1, 2024. Based on the findings, create an implementation plan to link the data on Assessments webpage by June 30, 2025. Fully implement in the FY25-27 budget cycle.
Board of Commissioners	BOC staff will convene a cross-departmental Climate Adaptation/Community Resiliency Workgroup to understand and plan for the impacts of a changing climate in Benton County and the region. By February 1, 2024, the Workgroup will produce a preliminary assessment of current County policies and activities. By November 1, 2024, a final report will be produced that provides next steps & recommendations, including potential funding needs for the FY2025-27 budget.
Board of Commissioners	The PIO will develop & implement a standardized, comprehensive strategic communications plan, which will include internal communications, public information and communication outreach, media relations, stakeholder communications, and crisis communications. A draft will be completed by January 1, 2024, and the full plan will be finalized and implemented by January 1, 2025.
Board of Commissioners	The EDI Program will develop and implement an organizational Equity, Diversity, & Inclusion Assessment, through our partnership with Government Alliance on Race & Equity (GARE), for all staff employed by Benton. The initial assessment will be conducted by August 1 of 2023, the second assessment will be completed by August 1 of 2024, and an initial report will be completed by November 1, 2024. The full Plan will be finalized and implemented by June 30, 2025.
Board of Commissioners	1) Regardless of the outcome of the JSIP bond measure, by January 1, 2024: a) identify critical metrics and develop corresponding dashboards to report on the efficacy, equitability, and cost efficiency of the justice system; and, b) update (or create new) the JSIP Plan to reflect current priorities. 2) If the bond measure fails by a considerable margin, develop a new JSIP Plan, either leveraging the existing Assessment or conducting a new Assessment, to address opportunities, gaps, and critical needs in the system by January 1, 2024.
Board of Commissioners	Responding to Commissioners' request, develop an online searchable database for the public to research motions and/or discussions by topic or issue. By October 1, 2023, work with IT to develop a feasibility and scope assessment plan for the searchable database. By December 31, 2024, activate the database at the County's public website.
Community Development	By June, 2024, hire full-time 'in-house' staff capacity to manage GIS needs (access, generate and share high-quality data with the public) and Community Development microsite as a webmaster of all special projects.
Community Development	By October 1, 2024, develop interdepartmental business model to deliver 'development services' approach. Submit RFP for facilitated discussion among development services to improve permitting software capabilities (i.e., BlueBeam, CityView, Accela upgrade, OpenGov, or other software) and experience both internally and for the public.

Community Development	By December 31, 2023, publish a "Monthly Permitting Dashboard," including current number of permits in queue, number of processed permits, and other relevant data points. Data will be publicly displayed in key locations, including Kalapuya Building, monitors near department offices, microsite, etc.
Community Development	Apply to the Department of Land Conservation and Development (DLCD) for a 'Community Grant' (General Fund and/or Technical Assistance Grant) to support one or more elements of a Comprehensive Plan / Periodic Review and Development Code update. Will apply for DLCD Grant in Fall 2023 & commence work on & complete Comp. Plan and Code update process framework by October 1, 2024.
County Counsel	Develop and deliver or present training to county advisory boards and committees on public meeting law, Oregon ethics laws and committee members' roles as public officials while acting on behalf of Benton County by August 1, 2023.
County Counsel	Manage and oversee the eminent domain litigation to acquire the McFadden Ranch property for use as a community justice campus by August 1, 2023.
County Counsel	By June 1, 2024, provide opportunity for staff to telecommute during the week. Consolidate work-site responsibilities to minimize transportation requirements.
District Attorney	Maintain capacity to provide 40,000 services to crime victims each year. Utilize victim service data in related grant applications.
District Attorney	Maintain capacity to respond to 18,000 scheduled court appearances per year.
District Attorney	Review 2,700 cases and 6,500 charges referred by law enforcement per year.
District Attorney	By June 30, 2025, promote diversity for DAO applicant pools through strategic planning with proactive recruitment outreach. Outreach to include networking with underrepresented/underserved communities; engaging Oregon law schools; networking with junior high, high school, and undergraduate student groups.
District Attorney	By June 30, 2025, develop technological infrastructure to support media interface (e.g. BWC) with law enforcement agencies and external stakeholders (e.g. discovery for defense attorneys).
Finance	Based on FY2023, reduce the number of requests for goods by 50% for Departments in the Kalapuya Building and increase the number of sustainable materials acquired by 10% by June 30, 2024.
Finance	Develop and implement reports that enable Directors and their Managers to execute and administer their biennial budget more efficiently and effectively by June 30, 2025.
Finance	Increase the professional expertise related to accounting principles, literacy, and reporting; fill a gap in Department technical capacity; and, enable increased management focus on strategic planning, policy development and implementation, and internal controls by June 30, 2024.
Finance	Identify opportunities to more effectively use existing resources and tools, and/or propose policy changes that enable opportunities to increase affordable housing in Benton County by June 30, 2025.
Finance	Decrease the use of paper and inefficient use of time, by implementing the use of electronic signatures for multiple financial service process by June 30, 2024.
Health Centers	Reduce Greenhouse Gas (GHG) Emissions through reducing the amount of drive miles due to teleworking and alternative commute methods by an additional 5% by June 30, 2025.
Health Centers	Develop, approve and implement updated Emergency Preparedness Plans that address both employee and patient safety and security at all six CHC locations by December 31, 2023. Have 100% of staff trained on specific safety and security plans by June 30, 2024.

Health Centers	Develop an extensive CHC promotions and engagement plan, and begin implementing action items by October 1, 2023. Launch new CHC website designed to reach communities in need of access to services by June 30, 2024.
Health Department	By June 30, 2025, use organizational health equity assessment results to inform the development and implementation of a department-wide health equity plan improving capacities and skills to address health inequities.
Health Department	By June 30, 2025, use climate and health assessment results to inform the development and implementation of a regional climate adaptation plan protecting communities from environmental health threats through public health interventions that support equitable climate adaptation.
Health Department	By November 30, 2023, implement sustained extreme weather sheltering that: a) opens based on temperature or air quality thresholds where health may be adversely impacted, not solely in response to declared emergencies or weather advisories/warnings; b) is operated by a contracted service provider and a trained volunteer network, with funding by the County through the health department and additional partners; c) is operated in a structure leased or owned by the County and/or by partners; and, d) provides low-barrier shelter services to those who may suffer harm in extreme cold, heat, or poor air quality.
Health Department	Utilizing data from the organizational health equity assessment, and informed by the HOPE Advisory Board's recommendations, Benton County Behavioral Health will develop a plan to align appropriate services (e.g., ACT and Crisis teams) with HOPE's "Coordinated Response Effort," by January 1, 2025.
Health Department	In response to changes at the State level pertaining to justice-involved individuals, by January 1, 2025, Behavioral Health will seek available solutions for: a) those participating in Aid and Assist community restoration, b) those under the jurisdiction of the Psychiatric Security Review Board, and c) civilly committed clients, to ensure access to appropriate level of care.
Human Resources	Digitize and electronically manage all files and records related to I-9 form and case management (LOA and workers' compensation) by June 30, 2025.
Human Resources	Design, develop, and continue phased-in implementation of a structured employee development program for job enrichment and to promote County career planning, by June 30, 2025.
Information Technology	Design more efficient Mobile device deployment process which ships devices directly to employees and refine the recycling process to better manage old devices. -Revise Electronic Use policy to address recycling and management of devices no longer in use and submit Policy Oversight Committee for review by October 1, 2023. -Provide recycling bins for employee use at county locations for all types of Electronic Devices. Coordinate regulated collection of bins. Complete by Jan 31, 2024. -Contract services and formalize process for recycling electronic devices post collection. Complete by January 31, 2024.
Information Technology	Website Redesign: Lead all County departments in a transition and enhancement of their web hosted content and web presence from the current version to an improved framework with modern features that improve interaction with employees, other agencies, and the public. Launch new website on its new domain (bentoncountyor.gov) within ADA Web Content Accessibility Guidelines (WCAG) 2.1, by December 31, 2023.

Information Technology	Roll-out a County wide technology training initiative, using the IT training room (with remote access when possible). The trainings will cover common utilization of County wide Information Technology services and software packages, with both basic & intermediate instruction, and focus on common issues and problems with both software and technology hardware. Our stretch goal is to provide two trainings a month, at least 24 sessions from July 1, 2023 to June 30, 2024. Wherever possible, trainings will be recorded and uploaded to the county's Learning Management System for asynchronous attendance on individual's time frame.
Information Technology	Develop, test and implement the roll-out of a County wide Safety Incident Reporting Tool. The tool will allow employees, supervisors, and managers from all County departments to report, receive and act on near-miss incidents or accidents and in turn provide information for department Directors, County Administration and the county Safety Officer on notable incidents and trends. Complete tool design, testing, and implement as a web tool available on the County website by December 31, 2023.
Juvenile	By June 30, 2024, expand skillbuilding and educational opportunities by facilitating 3 groups using evidence-based curricula.
Juvenile	By January 1, 2024, work with departments housed in the Sunset and Kalapuya buildings to determine if alternative modes of transportation would allow for a reduction in miles driven.
Juvenile	By June 30, 2025, collect data as it relates to outcomes of youth in our services and those who participate in skillbuilding/competency groups. This will serve to better identify where we need to focus services into the future.
Natural Areas, Parks, & Events	By March 1, 2024, develop & establish procedures for picnic shelter rentals that does not require public to physically drive to NAPE office to pick up & drop off keys.
Natural Areas, Parks, & Events	Install an automated RV dump station with required payment system for the public at the Fairgrounds by March 1, 2024.
Natural Areas, Parks, & Events	Promote and secure summer-seasonal staff hiring event/s, targeted for public without online access or means, at the County Fairgrounds by July 1, 2024.
Natural Areas, Parks, & Events	Repair Cardwell Hill Road by June 20, 2025. This 100-year old road is sliding into Marys River and is the primary evacuation route out of the Oak Creek neighborhood. Improving Cardwell Hill Road is also an essential component of our Forest Stewardship Plan. This goal will require collaboration with the Public Works Department and Sheriff's Office.
Natural Areas, Parks, & Events	By October 1, 2024, install a waterless landscape at the Adair Clubhouse and at new County sites that require landscaping.
Public Works	By March 31, 2024, develop a plan for acquiring and deploying Electric Vehicle (EV) charging stations at County facilities. By June 30, 2025, install charging stations for County EV fleet at select County facilities.
Public Works	Complete the Sheep Farm Emergency Access route from Oak Creek Drive to Ponderosa Drive by December 31, 2023.
Public Works	If adequate funding is secured, complete the design and rehabilitation of the MLK to Ponderosa Multi-use Path, and the Midge Cramer Multi-use Path by October 31, 2024.
Records & Elections	Implement Online, shopping cart for real property record review, copy and certified copy orders using existing technology in the Records and Elections Department's (Helion) real property records, receipting and credit/debit card systems by June 30, 2024.
Records & Elections	Implement expanded appointment calendars for Passport and Marriage License services by 1 hour each day for our constituents. Support this goal by revising staff schedules with expanded work hours that will also eliminate the drive to work one (1) out of every ten (10) days thereby reducing the current environmental impact of staff commutes ten (10%) percent by December 31, 2023.

Sheriff	The Sheriff's Office will have the capacity to respond to 18,000 calls for service per year, which include self-initiated and dispatched calls.
Sheriff	The Sheriff's Office will provide one Search and Rescue training academy in 2024 and 2025, with at least 16 students each, to stand ready to respond to at least 10 in-county rescue missions each year.
Sheriff	This Office will purchase two hybrid vehicles by December 31, 2023, for law enforcement use.
Sheriff	This Office will host, at minimum, one Deputy Sheriff Citizens' Academy in 2023 and one in 2024, with at least 25 students in attendance for each.
Sheriff	Present a Wildfire Preparedness Social Media Campaign to prepare residents for the wildfire season of 2024, reaching 18,000 combined followers across all channels by June 31, 2024.

The following is an analysis that examines Policy Option Package requests (POPs) through the lenses of the Commissioners' Priorities and the organization's Focus Areas based on our communities' 2040 Core Values. Each Goal and POP were assigned a primary Commissioner Priority and Focus Area, with a few exceptions. The first section addresses the 2-5 Goals submitted by each Department/Office, which were connected with a submitted POP. The second section addresses all POPs using the same analysis process. Note: Budget numbers are from requested POPs as of February 10, and therefore will change through the budget process.

Requested Funds for Department Goals per Commissioner Priority & Focus Areas

Commissioner Priorities						Focus Areas											Budgets		
CR	CSJSIP	H&E	H&HI	RG		CS	EP	OR	PE	E&NR	M&T	H&G	Arts	Ag.	Ed.		POP	CIP	CSL
16	11	6	3	21		13	6	1	3	14	3	4	0	0	3		$3,703,749	4	44
$10,000	$1,724,887	$10,000		$1,958,862		$1,724,887			$264,869	$694,023		$150,000							

57 Department Goals: 57 Addressed Commissioner Priorities; 47 Addressed Focus Areas (82%)

Requested Policy Option Package Funds per Commissioner Priority & Focus Areas

Commissioner Priorities						Focus Areas											Budgets
CR	CSJSIP	H&E	H&HI	RG		CS	EP	OR	PE	E&NR	M&T	H&G	Arts	Ag.	Ed.		POP
11	1	4	2	14		7	0	0	1	3	0	3	0	1	0		$13,092,234
$4,573,142	$12,508	$1,586,975	$1,472,262	$5,447,347		$3,176,110			$1,000,000	$265,792		$2,003,676		$24,000			

32 Policy Option Packages: 32 Addressed Commissioner Priorities; 15 Addressed Focus Areas (47%)

CSJSIP: In addition to Department POPs, the requested funding for specifically JSIP is $182,966,196.

Commissioners' Priorities	
CR	Community Resiliency
CSJSIP	Community Safety & Justice Systems Improvement
H&E	Health & Equity in All Actions
H&HI	Homelessness & Housing Insecurity
RG	Responsible Governance

Focus Areas	
CS	Community Safety
EP	Emergency Preparedness
OR	Outdoor Recreation
PE	Prosperous Economy
E&NR	Environment & Natural Resources

Focus Areas	
M&T	Mobility & Transportation
H&G	Housing & Growth
Arts	Arts, Entertainment, Culture, & History
Ag.	Food & Agriculture
Ed.	Lifelong Learning & Education