



**Board of Commissioners**

Office: (541) 766-6800

Fax: (541) 766-6893

4500 SW Research Way

Corvallis, OR 97333

co.benton.or.us

## AGENDA

### BENTON COUNTY BOARD OF COMMISSIONERS MEETING

#### Goal-Setting Work Session

**October 10, 2023 9:00 AM**

How to Participate in the Board of Commissioners Meeting		
In-Person	Video	Phone Audio
Kalapuya Building	<a href="#">Click for Zoom link</a>	Dial: +1 253 215 8782
4500 SW Research Way	Zoom Meeting ID: 925 5397 8493	
Corvallis, OR	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 45 minutes – Discussion Regarding the Exotic Animal Ordinance – *Tomi Douglas, Natural Areas, Parks, and Events*
- 3.2 45 minutes – Equity, Diversity, and Inclusion Program Update – *Sarah Siddiqi; Equity, Diversity, and Inclusion*
- 3.3 60 minutes – Coordinated Homeless Response - Strategic Plan Adoption Update and Process Discussion – *April Holland, Rebecca Taylor; Health Services*
- 3.4 20 minutes – Board Meeting Public Participation and Comment Procedures – *Benton County Commissioners*
- 3.5 15 minutes – County Administrator Updates – *Rachel McEneny, County Administrator*
- 3.6 30 minutes – Commissioner Updates – *Benton County Commissioners*

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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.

#### 4. 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."

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*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.*

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.

## BOC Agenda Checklist Master

### Agenda Placement and Contacts

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**Suggested Agenda Date** 10/10/23

View [Agenda Tracker](#)

**Suggested Placement \*** BOC Tuesday Meeting

**Department \*** Natural Areas, Parks and Events

**Contact Name \*** Tomi Douglas

**Phone Extension \*** 5417666090

**Meeting Attendee Name \*** Tomi Douglas

### Agenda Item Details

**Item Title \*** Discussion Regarding Exotic/Wild Animal Ordinance

- Item Involves \*** Check all that apply
- Appointments
  - Budget
  - Contract/Agreement
  - Discussion and Action
  - Discussion Only
  - Document Recording
  - Employment
  - Notice of Intent
  - Order/Resolution
  - Ordinance/Public Hearing 1st Reading
  - Ordinance/Public Hearing 2nd Reading
  - Proclamation
  - Project/Committee Update
  - Public Comment
  - Special Report
  - Other

**Estimated Time \*** 45

**Board/Committee Involvement \***  Yes  No

**Advertisement\***

Yes

No

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# 2040 Thriving Communities Initiative

**Mandated Service?\***  Yes  No

## 2040 Thriving Communities Initiative

Describe how this agenda checklist advances the core values or focus areas of 2040, or supports a strategy of a departmental goal.

To review the initiative, visit the website [HERE](#).

### Values and Focus Areas

Check boxes that reflect each applicable value or focus area and explain how they will be advanced.

#### Core Values\*

Select all that apply.

- Vibrant, Livable Communities
- Supportive People Resources
- High Quality Environment and Access
- Diverse Economy that Fits
- Community Resilience
- Equity for Everyone
- Health in All Actions
- N/A

#### Explain Core Values Selections\*

This issue speaks both the need to support our diverse agricultural/ranching/livestock heritage and ensuring that our community values are being supported by the entertainment we present in Benton County.

#### Focus Areas and Vision\*

Select all that apply.

- Community Safety
- Emergency Preparedness
- Outdoor Recreation
- Prosperous Economy
- Environment and Natural Resources
- Mobility and Transportation
- Housing and Growth
- Arts, Entertainment, Culture, and History
- Food and Agriculture
- Lifelong Learning and Education
- N/A

#### Explain Focus Areas and Vision Selection\*

The Fairgrounds, Fair, 4H, FFA and our farming communities are all struggling to evolve and survive and the current ordinance inadvertently includes many kinds of livestock animals.

# Recommendations and Motions

## Item Recommendations and Motions

**Staff**

Staff recommend that we prioritize these elements of a new ordinance:

**Recommendations\***

\*Plain-English listing of animals defined as wild/exotic animals that is comprehensive unless/until amended by BOC.

\*Exempted organizations should include legitimate educational and wildlife conservation providers, 4H, FFA, and the Benton County Fair explicitly. The Fair does not book any animal acts for the Fair; the only animals present are livestock or domestic animals.

\*Penalties could and should be higher for convictions of a new ordinance as the kinds of organizations touring major wild animal acts that would attract penalties are few, but they are well-funded, and the fines should be commensurate with commercial profit potential.

**Meeting Motions\***

I move to ...

\*Repeal Benton County Charter Code 9.805  
OR

\*Repeal Benton County Charter Code 9.805  
Ask staff to draft a new exotic/wild animal ordinance.  
OR

\*Repeal Benton County Charter Code 9.805  
Ask staff to draft an amendment to Code 9.805  
OR

Keep current Code 9.805/No action

## MOTIONS:

I move to...

-Repeal Benton County Charter Code 9.805

OR

\*- Repeal Benton County Charter Code 9.805  
Ask staff to draft a new exotic/wild animal ordinance.

OR

-Repeal Benton County Charter Code 9.805  
Ask staff to draft an amendment to Code 9.805 OR

## Attachments, Comments, and Submission

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### Item Comments and Attachments

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**Attachments**

Upload any attachments to be included in the agenda, preferably as PDF files. If more than one attachment / exhibit, please indicate "1", "2", "3" or "A", "B", "C" on the documents.

Benton County Exotic Animal Ordinance.pdf	78.72KB
Sep 27 Draft Animal Welfare Ordinance.pdf	137.84KB

**Comments (optional)** The Sep 27 draft includes the latest circulated copy.  
If you have any questions, please call ext.6800

**Department Approver** AMANDA MAKEPEACE



1.

## Department Approval

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Comments

Signature

*Amanda Makepeace*

2.

## Counsel Approval

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Comments

Signature

*Vance H. Choney*

3.

## County Administrator Approval

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Comments

Signature

*Rick Crager*

4

## BOC Final Approval

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Comments

Signature

*Amanda Makepeace*

## **LOST DOGS**

### **9.505 Finders of Lost Dogs.**

- (1) Any person who finds and harbors a dog shall notify the Animal Control Program and furnish a description of the dog within forty-eight (48) hours of finding the dog.
- (2) The finder may surrender the dog to the Animal Control Program or retain possession of it, subject to surrender upon demand of the Animal Control Deputy.
- (3) Ownership of a lost dog which has been found can be acquired through compliance with provisions of ORS 98.005. [Ord. 4A, adopted February 7, 1979; Ord. 85-0002; Ord. 90-0061; Ord. 97-0122; Ord. 2012-0245; Ord. 2016-0274]

## **DOG KENNELS**

**9.605 Kennels.** Use, operation and conditions of hobby and commercial kennels shall be in accordance with all applicable provisions of the Benton County Development Code. [Ord. 90-0061; Ord. 97-0122]

## **APPEALS**

**9.705 Animal Control Hearings.** [Ord. 4A, adopted February 7, 1979; Ord. 85-0002; Ord. 90-0061; Ord. 97-0122; Ord. 99-0147; repealed by Ord. 2007-0218]

**9.720 Hearing Procedures.** [Ord. 4A, adopted February 7, 1979; Ord. 85-0002; Ord. 90-0061; Ord. 97-0122; Ord. 99-0147; repealed by Ord. 2007-0218]

## **BAN ON THE USE OF WILD OR EXOTIC ANIMALS IN TRAVELING ANIMAL DISPLAYS AND/OR ACTS**

**9.805 DEFINITIONS.** As used in BCC Chapter 9, Section 8:

- (1) **Animal Display** means any exhibition, fair, act, circus, ride, trade show, carnival, race, parade, or similar undertaking in which a wild or exotic animal is required to perform tricks, give rides, fight or participate as accompaniments for the purpose of entertainment, amusement, or benefit of a live audience, whether or not a fee is charged.
- (2) **Mobile or Traveling Housing Facility** means any transporting vehicle such as a truck, trailer or railway car, used to transport or house wild or exotic animals while traveling for an animal display.
- (3) **Traveling Animal Display** means any animal display in which wild or exotic animals are transported to, from or in between locations in a mobile or traveling housing facility, for the purpose of such animal display. This shall not include the transportation of a wild or exotic

animal between United States Department of Agriculture licensed sanctuaries and zoos for the purpose of providing lifetime care.

(4) **Wild or Exotic Animal** means any live animal from any of the following scientific classifications, including any hybrid of such animal. The animals listed in parentheses are intended as examples and not to be construed as an exhaustive list, or limit the generality of each group of animals, unless otherwise specified:

- (a) Artiodactyla (including hippopotamuses, giraffes, camels, but excepting alpaca, cattle, llama, swine, sheep, and goats);
- (b) Crocodilia (including alligators and crocodiles);
- (c) Elasmobranchii (including nurse sharks and lemon sharks);
- (d) Elephantidae (elephants);
- (e) Felidae (including tigers, lions, jaguars, leopards, cheetahs, and cougars, but excluding domestic cats);
- (f) Hyaenidae (hyenas);
- (g) Marsupialia (including kangaroos);
- (h) Non-human primates (including apes, monkeys, and lemurs);
- (i) Perissodactyla (including rhinoceroses, tapirs, and zebras);
- (j) Pinnipedia (including seals, sea lions, and walruses);
- (k) Struthio (ostriches); and
- (l) Ursidae (bears).
- (m) Canidae (including wolves, coyotes, foxes, except domestic dogs)
- (n) Cetacea (including whales, dolphins, porpoises)
- (o) Edentata (including anteaters, sloths, armadillo)
- (p) Mustelidae (including skunks, weasels, mink, badgers, river otters, sea otters)
- (q) Procyonidae (including raccoons, coatis, kinkajous, ringtails)
- (r) Testudinidae (tortoise)

- (s) Viverridae (including civets, mongooses, bearcat)
- (t) Varanidae (monitor lizards, Komodo dragons) [Ord. 2018-0290]

## **PROHIBITIONS**

### **9.810 Prohibitions.**

- (1) It shall be unlawful for any person to allow for the participation of a wild or exotic animal in a traveling animal display.
- (2) The following facilities, institutions, persons, entities, associations and government agencies are exempt from compliance with BCC 9.810(1):
  - (a) Any facility accredited by the Association of Zoos and Aquariums (AZA), World Association of Zoos and Aquariums (WAZA), Oregon Wildlife Rehabilitation Association (OWRA), the National Wildlife Rehabilitation Association (NWRA), International Association of Avian Trainers and Educators (IAATE) or the International Wildlife Rehabilitation Council (IWRC);
  - (b) Any licensed or accredited academic, research or medical institution, including any such institution dedicated to the training of service animals, but excluding wild animal training programs for the purpose of traveling animal displays;
  - (c) Veterinary clinics or wildlife rescue and rehabilitation facilities, which are licensed or permitted by the state of Oregon;
  - (d) Persons temporarily transporting wild or exotic animals through the county provided that the transit time shall not be more than three days and that such animals shall not be presented for animal displays while in the county;
  - (e) Persons owning or keeping a trained exotic primate as a service animal pursuant to ORS 609.345.
  - (f) The employee or contractor of a filmmaker (as defined in ORS 284.368) for the purposes of producing a film (as defined in ORS 284.368). [Ord. 2018-0290]

## **ENFORCEMENT**

### **9.815 Enforcement.**

- (1) The Animal Control Officer shall monitor and enforce compliance with chapter 9, Section 8. [Ord. 2018-0290]
- (2) Enforcement may be initiated by citation.

**9.820 Penalties.** Violation of BCC chapter 9 shall be deemed a violation of County laws and is punishable upon conviction of a fine of \$500.00 for each separate violation and a fine of \$1,000 for a continuing violation; each day of continued violation is a separate offense and is separately punishable, but may be joined in a single prosecution. In addition, Benton County shall have the right to pursue any other remedy provided to it in law or in equity. [Ord. 2018-0290]

**AMENDED Animal Welfare Ordinance DRAFT**

TD 9/14/23

**IN THE MATTER OF THE AMENDMENT OF BENTON COUNTY CHARTER CODE 9.805;**

WHEREAS, wild or exotic animals used in traveling animal displays suffer severe and extended confinement, are deprived of natural movements, free exercise, and natural behaviors, and are prone to chronic stress, behavioral, health, and psychological problems.; and

WHEREAS, constant travel, temporary and collapsible facilities, and prolonged confinement and physical coercion are inherently part of traveling animal displays, and these conditions subject wild or exotic animals to chronic stress that compromises their welfare while also creating risks for the public and workers; and

WHEREAS, wild or exotic animals used in traveling performances bring people dangerously close to unpredictable wild or exotic animals by displaying animals in inappropriate, uncontrolled areas that are not suited for the exhibition of such animals; and

WHEREAS, the itinerant nature of traveling animal displays using wild or exotic animals complicates oversight such that agencies and authorities cannot properly monitor, evaluate, or follow through regarding the condition of animals or facilities, or their history of injuries, incidents, illnesses, violations, or other issues, and so cannot properly protect animals, workers, or the public; and

WHEREAS, the use of wild or exotic animals for entertainment contributes to the trade of these animals by perpetuating their breeding and sale; and

WHEREAS, Benton County deems it is in the public interest to prevent animal cruelty by prohibiting traveling animal displays that include wild or exotic animals for public entertainment or amusement within the County.

NOW, THEREFORE, the Benton County Board of Commissioners ordain as follows:

1. Short Title. This ordinance shall be known as “Amendment to Benton County Code 9.805.”
2. Text Amendment. Benton County Code Chapter 9 is hereby amended as noted in the attachment marked Exhibit A.

**BAN ON THE USE OF WILD OR EXOTIC ANIMALS IN TRAVELING ANIMAL DISPLAYS AND/OR ACTS 9.805**

**DEFINITIONS.** As used in BCC Chapter 9, Section 8:

(1) **Animal Display** means any exhibition, fair, act, circus, ride, trade show, carnival, race, parade, or similar undertaking in which a wild or exotic animal is required to perform tricks, give rides, fight or participate as accompaniments for the purpose of entertainment, amusement, or benefit of a live audience, whether or not a fee is charged.

(2) **Mobile or Traveling Housing Facility** means any transporting vehicle such as a truck, trailer or railway car, used to transport or house wild or exotic animals while traveling for an animal display.

(3) **Traveling Animal Display** means any animal display in which wild or exotic animals are transported to, from or in between locations in a mobile or traveling housing facility, for the purpose of such animal display. This shall not include the transportation of a wild or exotic animal between United States Department of Agriculture licensed sanctuaries and zoos for the purpose of providing lifetime care.

(4) **Wild or exotic animal** means any of the live animals listed below from any of the following scientific classifications including any hybrid of such animal. The animals listed are intended as examples and not to be construed as an exhaustive list, or limit the generality of each group of animals, unless otherwise specified:

(a) Hippopotamuses, giraffes, camels, deer, antelope, and chevrotains

(b) Alligators, crocodiles and camans

(c) Sharks, skates, rays and lemon sharks

(d) Elephants

(e) Tigers, lions, jaguars, leopards, panthers, cheetahs, cougars, lynx, bobcat, ocelot, margay, Fisher cats, and European wild cats but excluding domestic cats

- (f) Hyenas
- (g) Kangaroos, koalas, wombats, wallabies, opossums and gliders
- (h) Apes, monkeys, lemurs, gorillas, chimpanzees, orangutans, bonobos
- (i) Rhinoceroses, tapirs and zebras
- (j) Seals, sea lions, and walruses
- (k) Ostriches and emus
- (l) Bears
- (m) Wolves, coyotes, foxes, African wild dogs and jackals except domestic dogs and their hybrids
- (n) Whales, dolphins, and porpoises
- (o) Anteaters, sloths, and armadillos
- (p) Skunks, weasels, martens, mink, badgers, river otters, and sea otter
- (q) Raccoons, coatis, kinkajous, ringtails, cacomistles and olingos
- (r) Tortoises
- (s) Civets, mongooses, bearcats and genets
- (t) Monitor lizards, Komodo dragons

## PROHIBITIONS

### 9.810 Prohibitions.

- (1) It shall be unlawful for any person to allow for the participation of an animal listed in Section 9.805(4) in a traveling animal display.
- (2) The following facilities, institutions, persons, entities, associations and government agencies are exempt from compliance with BCC 9.810(1):
  - (a) Any facility accredited by the Association of Zoos and Aquariums (AZA) or the World Association of Zoos and Aquariums (WAZA);
  - (b) Any legitimate licensed or accredited academic, research, education, or medical institution, the USDA Cooperative Extension Service, OSU Extension Service



4-H and its sanctioned events, the Benton County Fair, Rodeos, and FFA and any institution dedicated to the training of service or assistance animals, but excluding wild animal training programs for the purpose of traveling animal displays;

- (c) Veterinary clinics or wildlife rescue and rehabilitation/educational facilities, which are licensed or permitted by the state of Oregon;
- (d) Persons temporarily transporting animals listed in Section 9.805 (4) through the county, provided that the transit time shall not be more than three days, and that such animals shall not be presented for animal displays while in the county;
- (e) Persons owning or keeping a trained primate as a service animal pursuant to ORS 609.345;
- (f) The employee or contractor of a filmmaker (as defined in ORS 284.368) for the purposes of producing a film (as defined in ORS 284.368). [Ord. 2018-0290];
- (g) Animals not listed in Section 9.805(4) may be prohibited or restricted under ORS or OAR.

## **ENFORCEMENT**

### 9.815 Enforcement.

- (1) The Animal Control Officer shall monitor and enforce compliance with chapter 9, Section 8. [Ord. 2018-0290]
- (2) Enforcement may be initiated by citation.

9.820 Penalties. Violation of BCC chapter 9 shall be deemed a violation of County laws and is punishable upon conviction of a fine of \$500.00 for each separate violation and a fine of \$1,000 for a continuing violation; each day of continued violation is a separate offense and is separately punishable, but may be joined in a single prosecution. In addition, Benton County shall have the right to pursue any other remedy provided to it in law or in equity. [Ord. 2018-0290]

## BOC Agenda Checklist Master

### Agenda Placement and Contacts

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**Suggested Agenda Date** 10/10/23

View [Agenda Tracker](#)

**Suggested Placement \*** BOC Tuesday Meeting

**Department \*** Board of Commissioners

**Contact Name \*** Sarah Siddiqui

**Phone Extension \*** 7680

**Meeting Attendee Name \*** Sarah Siddiqui

### Agenda Item Details

**Item Title \*** Equity, Diversity and Inclusion Program Overview

**Item Involves \*** Check all that apply

- Appointments
- Budget
- Contract/Agreement
- Discussion and Action
- Discussion Only
- Document Recording
- Employment
- Notice of Intent
- Order/Resolution
- Ordinance/Public Hearing 1st Reading
- Ordinance/Public Hearing 2nd Reading
- Proclamation
- Project/Committee Update
- Public Comment
- Special Report
- Other

**Estimated Time \*** 45

**Board/Committee Involvement \***  Yes  No

**Advertisement\***

Yes

No

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## Item Issues and Description

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**Identified Salient Issues \*** EDI will use existing budget funds.

**Options \***

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**Fiscal Impact \***

Yes

No

# 2040 Thriving Communities Initiative

**Mandated Service?\***  Yes  No

## 2040 Thriving Communities Initiative

Describe how this agenda checklist advances the core values or focus areas of 2040, or supports a strategy of a departmental goal.

To review the initiative, visit the website [HERE](#).

### Values and Focus Areas

Check boxes that reflect each applicable value or focus area and explain how they will be advanced.

#### Core Values\*

Select all that apply.

- Vibrant, Livable Communities
- Supportive People Resources
- High Quality Environment and Access
- Diverse Economy that Fits
- Community Resilience
- Equity for Everyone
- Health in All Actions
- N/A

#### Explain Core Values Selections\*

The EDI program incorporates the two core values of Health in All Actions and Equity for Everyone; however, these EDI principles are woven throughout county-wide work.

#### Focus Areas and Vision\*

Select all that apply.

- Community Safety
- Emergency Preparedness
- Outdoor Recreation
- Prosperous Economy
- Environment and Natural Resources
- Mobility and Transportation
- Housing and Growth
- Arts, Entertainment, Culture, and History
- Food and Agriculture
- Lifelong Learning and Education
- N/A

#### Explain Focus Areas and Vision Selection\*

These focus areas and vision incorporate principles of equity, diversity, and inclusion in the workplace and in our services to the community.

## Recommendations and Motions

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### Item Recommendations and Motions

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<b>Staff</b>	n/a
<b>Recommendations</b> *	
<b>Meeting Motions</b> *	I move to ...
	n/a

## Attachments, Comments, and Submission

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### Item Comments and Attachments

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**Attachments**

Upload any attachments to be included in the agenda, preferably as PDF files. If more than one attachment / exhibit, please indicate "1", "2", "3" or "A", "B", "C" on the documents.

3.2 10.10.2023 EDI Presentation - Siddiqi.pptx	1.65MB
3.2 10.10.2023 EDI Presentation - Siddiqi.pdf	923.92KB

**Comments (optional)** If you have any questions, please call ext.6800

**Department Approver** AMANDA MAKEPEACE

1.

## Department Approval

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Comments

Signature

*Amanda Makepeace*

2.

## Counsel Approval

---

Comments

Signature

*Vance H. Croney*

3.

## County Administrator Approval

---

Comments

Signature

*Rachel L McEneny*

4.

## BOC Final Approval

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Comments

Signature

*Amanda Makepeace*



# Equity, Diversity & Inclusion at Benton County

**Benton County Board of Commissioners**

**Sarah Siddiqui (she/her)**  
Equity, Diversity, and Inclusion  
Coordinator

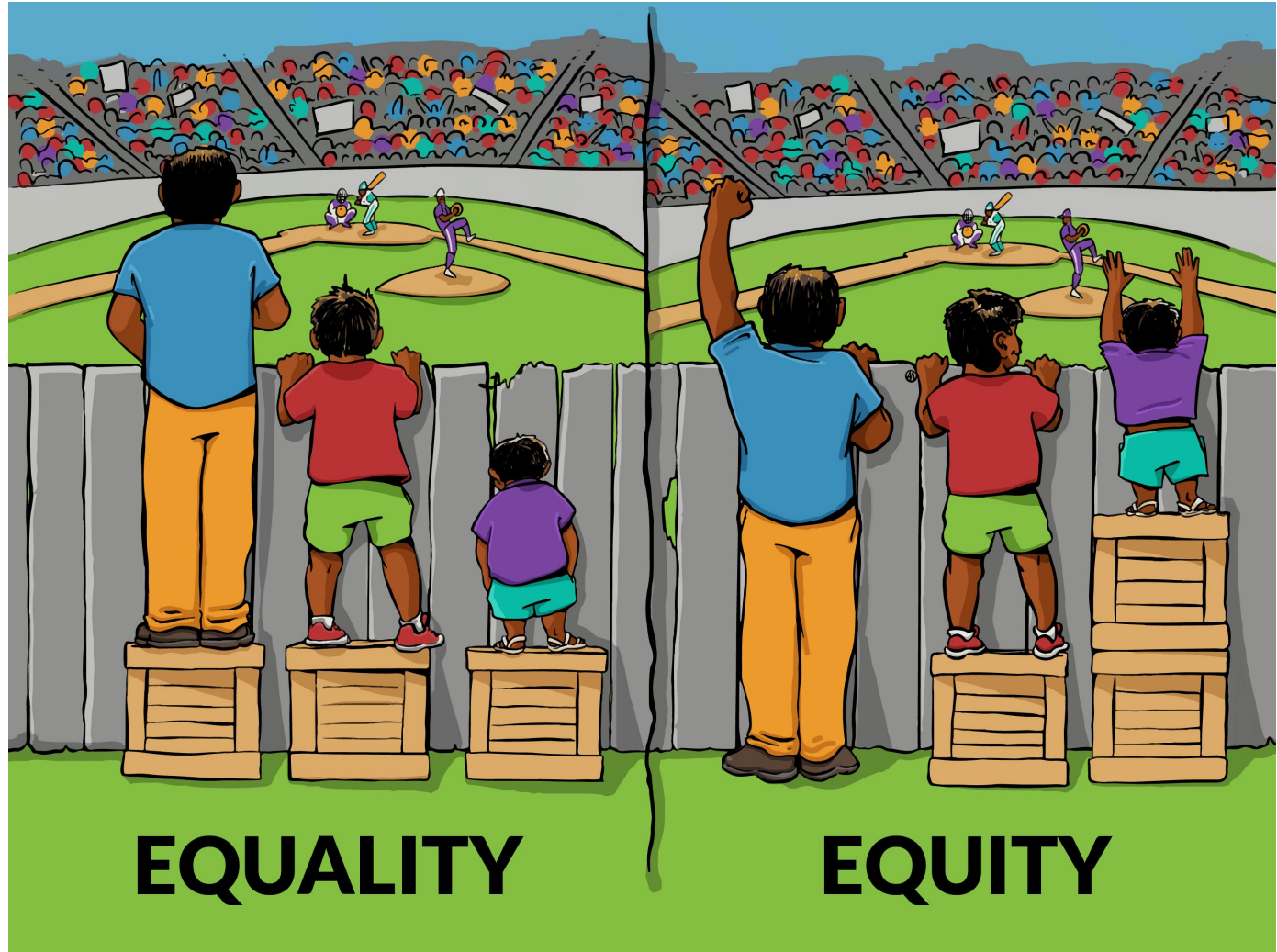
# What is Equity, Diversity, and Inclusion?

*Diversity* is the representation of different cultural and social backgrounds.

*Inclusion* is the action of ensuring everyone is represented, supported, has equal value and opportunity for input in any discussions, decisions, collaboration.

*Equity* is when each person has the same access to the resources available to them. Equity cannot be achieved until the unique barriers are addressed/removed for specific individuals and communities. Until then, equity is not possible.

**Equality  
Versus  
Equity**



# Why do we have an Equity, Diversity, and Inclusion Program and Coordinator at Benton County?

The EDI program began in 2021.

**Benton County is a diverse community that is constantly growing and evolving. It's important that the County recognizes the many different communities that exist in this area to adequately meet, support and address a variety of community needs.**

- **Languages:** In our County, we see a variety of different languages and language dialects. Primarily, we see Spanish (Mexican and US Dialect), Mam (Mayan language spoken by Indigenous people in Western/Northern Highlands of Guatemala and in SW Mexico), Chinese (simplified Chinese), Korean, Arabic (Egypt and Saudi Arabia), and Thai.
- **Rural and Urban:** The needs for those living in a more rural area will likely be different when compared to the needs of those living in more population dense areas.
- **Races/Ethnicities:** Benton County is comprised of a variety of ethnicities and races (U.S. Census Bureau, 2022). Most of the County is white (86%), but we have members who are Hispanic/Latino (8.6%), Two or More Races (4.2%), Asian (6.6%), Black/African American (1.4%), American Indian/Native American (1.1%), Native Hawaiian or Pacific Islander (0.3%).
- **People with Disabilities:** developmental, physical, mental illness, chronic illnesses, and other invisible and visible disabilities.
- **Ages:** Benton County includes people from all ages, and it's helpful to consider our community members' access to transportation, technology, and accessibility issues. This is relevant to people with disabilities as well.
- **Other Identities:** LGBTQIA+, Gender, Religion, Socioeconomic Status, Veteran Status, Marital Status, Housing Status, etc.

# EDI at Benton County

## Language Services Contracts Management

- Invoicing and Billing
- Training for all staff
- Monitoring of Budget
- Current Language Service Contracts:
  - Language Line Solutions for phone/video interpretation, translations
  - Professional Interpreters for in person interpretation needs
  - Tri-County American Sign Language for in person ASL needs

## County-Wide Equity Assessment

- This will be conducted towards the end of the year through our contract with Government Alliance on Race and Equity (GARE).
- We have not committed to an agreement with GARE at this point in time, and are looking into another potential consulting company which can conduct this assessment as well. MGT has worked with two local organizations.
- This assessment will require a county-wide communications plan, a data agreement signed by us and the contractor, and support from leadership staff.
- This assessment is confidential and anonymous.
- The report/summary will be disaggregated by race, sex/gender, and department.
- The sharing of this report's findings will be provided with a qualitative analysis by GARE data specialists, and will be shared in a way that is conducive for all staff at the County.

## Equity, Diversity, and Inclusion Communications (monthly and as needed)

- These go out on a monthly basis and the Heritage Months/Observances are highlighted
- Communications go out as needed, particularly if there is a national or local event/incident
- These provide information and resources to staff
- Attempting to write these in Plain Language format for accessibility

# EDI at Benton County

## Website Equity & Inclusivity Project

- Collaborating with IT to incorporate a language access disclaimer in the footer of new website, advising web editors and website advocates to apply an equity and accessibility lens to information presented online, plain language, overview of various languages and communities throughout our community
- Enhance EDI presence and create more intentional public-facing information
- Provided trainings and may provide more

## Language Access Disclaimer (website and external communications)

- Collaborate with communications team at County to implement county-wide usage of language access disclaimer for any public facing material and information
- Create an internal operations guide for usage of language access disclaimer
- Created a specific email address for any requests we receive from community for language access needs

## Restroom Access Policy

- This work has been spearheaded by the Developmental Diversity manager, Jasper Smith.
- Upcoming work: drafting policy, utilizing internal operations to push policy framework through appropriate channels, brief BOC and County Administrator on policy, collaborate with Public Works, Health, and Equity Committee.
- Bring to Policy Oversight Committee (POC)
- The restroom access policy highlights accessibility for transgender individuals who work and visit the county, individuals with disabilities, individuals with a caretaker, individuals who will need a private lactation room, and individuals who may require privacy or space for other needs.

# EDI at Benton County

## Language Services Policy

- This policy was started by previous staff in the BOC office, however, the efforts had paused due to those specific staff members vacating their positions.
- The language services policy to be adopted would mimic similar federal and state statutes that we must already be in compliance with.
- This policy will support continued language access for our diversity community.

## Affirmative Action Plan

- EDI Coordinator worked with HR Assistant Director, Erik Wolke, on drafting and revising the affirmative action plan.

## Recruitment

- EDI Coordinator will support HR with recruitment strategies as needed.

## Equity Committee

- EDI Coordinator chairs this committee, which includes: creating agendas, creating a work plan, utilizing committee to apply an equity lens on current/upcoming policy/programs across all County Departments, and collaboration with Health In All Actions
- Equity Committee has funding to support development and training
- There is a lot of overlap between the Health in All Actions committee and the Equity Committee.
- Meet every other month

# EDI at Benton County

## Health in All Actions Committee

- EDI Coordinator is member of this committee and attends meetings every other month

## New Hire Onboarding & Orientations (quarterly)

- Update presents on a quarterly basis with new/current information
- Provide new staff with high level overview of EDI program
- Provide new staff with overview of tools such as language service contracts

## Board of Commissioner Goal Setting Meetings (quarterly)

- Provide BOC with quarterly updates on EDI program (past, current, upcoming)
- Provide Board of Commissioners and other leadership staff with opportunities to understand more about EDI initiatives and relevant topics
- Support BOC understanding of EDI initiatives and topics

## Engagement with Tribal Nations Framework

- Drafted framework for internal use only
- Framework includes preliminary information about Oregon Tribes, history, and basic information
- Framework will include information about formalities, cultural nuances, and an internal operations guide to streamline our communications and collaboration with Tribes



# EDI at Benton County

## Land Acknowledgements for BOC and County-Wide Use

- Land Acknowledgement for County use is available, however, this will be incorporated into a county-wide training that I am hoping to create/provide alongside the Engagement with Tribal Nations Framework
- We've been working on ways to make land acknowledgements more intentional and meaningful at BOC level

## Diversity Dialogues

- Diversity Dialogues held for Pride Month and Stonewall Rebellion on June 28<sup>th</sup>, 2023
- Upcoming Diversity Dialogues: Black History Month (February 2024), Pride Month (June 2024), National Hispanic American Heritage Month (September 2024), Indigenous Peoples' Day (October 2024).

## EDI-related Events (ex. Hispanic American Heritage event on 10/3/23)

- These occur periodically and are sometimes paired with Proclamation readings
- These are separate from Diversity Dialogues and are less formal usually

# EDI at Benton County

## Proclamations

- Collaborate with PIO/Communications team on applying an equity lens to certain proclamations
- Working with community partners to invite them to BOC meetings, invite them to read proclamation, and/or highlight community partners doing relevant work in County

## AFSCME/Union

- Monthly meetings
- Collaborate on workplace culture barriers/issues
- Provide EDI related resources to staff as needed

## County-Wide Training and Development

- In process of acquiring contract with Courageous Conversations
- Training will have capacity of around 80, which will include supervisory staff, Board of Commissioners, Equity Committee/Health in All Actions Committee
- Courageous Conversations will work with 80+ staff divided in three separate groups, provide speakers for county-wide attendance, and consultation on specific workplace issues, provide training for leadership/supervisory staff on EDI principles

# What's Happening Right Now?

- Language Access
- Countywide Assessment
- Language Access Disclaimer
- Equity Committee/Health in All Actions Committee
- Proclamations
- Website Equity and Inclusivity
- EDI Communications

# Language Access

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- **Section 602 of the Title VI of the Federal Civil Rights Act of 1964:**

“No person in the United States shall, on the ground of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving federal financial assistance.”

- **Executive Order 13166:**

On August 11, 2000, the President signed Executive Order 13166, "Improving Access to Services for Persons with Limited English Proficiency." The Executive Order requires Federal agencies to examine the services they provide, identify any need for services to those with limited English proficiency (LEP), and develop and implement a system to provide those services so LEP persons can have meaningful access to them.

- **Oregon Revised Statutes (ORS) Chapter 45:**

It is declared to be policy of this state to secure the constitutional rights and other rights of persons who are unable to readily understand or communicate in the English language because of a non-English-speaking cultural background or disability, and who as a result cannot be fully protected in administrative and court proceedings unless qualified interpreters are available to provide assistance.

# Translators Versus Interpreters



## Translators

We translate written text.



books



contracts



websites

Translators do the writing



## Interpreters

We interpret spoken or sign language.



medical appointments



court proceedings



conferences

Interpreters do the talking

# Language Services Contracts

- **Language Line Solutions**
  - L4 healthcare trained interpreters for health services
  - Phone/Video interpretation services
  - Translation Portal
    - Includes Clarity for plain language review
    - Includes machine translation only for emergencies
- **Professional Interpreters**
- **Tri County American Sign Language**

# Upcoming Projects...

- **Language Access Policy**
- **Restroom Access Policy**
- **Recruitment Support**
- **Equity Committee Workplan**
- **Revising New Hire Onboarding for EDI Resources**
- **Engagement with Tribal Nations Framework**
- **Land Acknowledgement Statement**
- **Diversity Dialogues (Black History Month – February 2024, Pride Month (June – 2024), Hispanic American Heritage Month (September – 2024), Indigenous Peoples’ Day (October – 2024)).**
- **EDI & BOC Related Events (Open Houses, Board of Commissioner Proclamation Reading Guests, Heritage month celebrations, etc)**
- **AFSCME/Union**
- **County-wide Training & Development**



At your service,  
*every day.*



## BOC Agenda Checklist Master

### Agenda Placement and Contacts

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**Suggested Agenda Date** 10/10/23

View [Agenda Tracker](#)

**Suggested Placement \*** Work Session

**Department \*** Health Services

**Contact Name \*** April Holland

**Phone Extension \*** 6840

**Meeting Attendee Name \*** Rebecca Taylor, April Holland

### Agenda Item Details

**Item Title \*** Coordinated Homeless Response - Strategic Plan Adoption Update and Process Discussion

**Item Involves \*** Check all that apply

- Appointments
- Budget
- Contract/Agreement
- Discussion and Action
- Discussion Only
- Document Recording
- Employment
- Notice of Intent
- Order/Resolution
- Ordinance/Public Hearing 1st Reading
- Ordinance/Public Hearing 2nd Reading
- Proclamation
- Project/Committee Update
- Public Comment
- Special Report
- Other

**Estimated Time \*** 60 minutes

**Board/Committee Involvement \***  Yes  
 No

**Advertisement\***

- Yes  
 No

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# Issues and Fiscal Impact

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## Item Issues and Description

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**Identified Salient Issues \***

The purpose of this discussion is to gain BOC direction on the process of adopting the 5-year Strategic Plan as required by House Bill 4123 (Relating to a Coordinated Homeless Response System) and discuss alignment of the:

- HOPE Advisory Board Bylaws
- HB 4123 Memorandum of Understanding between Benton County, the City of Corvallis, the City of Philomath, and Community Services Consortium (2022).
- City of Corvallis/Benton County Intergovernmental Agreement (2023), Coordinated Homeless Response Office Funding

...with the requirements of HB 4123.

The attached background (Attachment 1, Attachment 2) provides the developmental history of the programs and initiatives that each of these documents serve to help identify opportunities for alignment and inform the BOC for review of staff recommendations.

**Options \***

Provide feedback on staff recommendations as outlined in discussion.

**Fiscal Impact \***

- Yes
- No

# 2040 Thriving Communities Initiative

**Mandated Service?\***  Yes  No

## 2040 Thriving Communities Initiative

Describe how this agenda checklist advances the core values or focus areas of 2040, or supports a strategy of a departmental goal.

To review the initiative, visit the website [HERE](#).

### Values and Focus Areas

Check boxes that reflect each applicable value or focus area and explain how they will be advanced.

#### Core Values\*

Select all that apply.

- Vibrant, Livable Communities
- Supportive People Resources
- High Quality Environment and Access
- Diverse Economy that Fits
- Community Resilience
- Equity for Everyone
- Health in All Actions
- N/A

#### Explain Core Values Selections\*

Having high quality documentation of the processes and guidelines that help us navigate the Coordinated Homeless Response is crucial to responsible governance. Capturing this information accurately supports our ongoing efforts to avoid silos and allows new community partners to engage with us effectively, building resilience. And the transparency built into these ongoing conversations increases engagement and builds a platform for equity work going forward.

#### Focus Areas and Vision\*

Select all that apply.

- Community Safety
- Emergency Preparedness
- Outdoor Recreation
- Prosperous Economy
- Environment and Natural Resources
- Mobility and Transportation
- Housing and Growth
- Arts, Entertainment, Culture, and History
- Food and Agriculture
- Lifelong Learning and Education
- N/A

#### Explain Focus Areas and Vision Selection\*

Aside from the obvious ways our Coordinated Housing Response impact Housing and Growth, outlining detailed and meaningful documentation about our roles and responsibilities allows us to be more responsive to safety concerns and potential emergencies that may arise in our community, especially as they relate to homelessness.

## Recommendations and Motions

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### Item Recommendations and Motions

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**Staff Recommendations \*** We recommend amending governing documents including, but not limited to, the HOPE Advisory Board Bylaws, and pertinent MOU's and IGA's to enable the HOPE Executive Committee to serve the functional requirements of the Advisory Board as defined by HB 4123, by merging the membership and functions of the Intergovernmental Council and Executive Committee.

**Work Session Motions \*** I move to ...  
NA

### **Recommendation:**

We recommend amending governing documents including, but not limited to, the HOPE Advisory Board Bylaws, and pertinent MOU's and IGA's to enable the HOPE Executive Committee to serve the functional requirements of the Advisory Board as defined by HB 4123, by merging the membership and functions of the Intergovernmental Council and Executive Committee.

## Attachments, Comments, and Submission

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### Item Comments and Attachments

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**Attachments**

Upload any attachments to be included in the agenda, preferably as PDF files. If more than one attachment / exhibit, please indicate "1", "2", "3" or "A", "B", "C" on the documents.

Attachment 1-BackgroundAndRecommendations.pdf 171.43KB

Attachment 2-RequirementImplementation Table.pdf 82.57KB

**Comments (optional)**

If you have any questions, please call ext.6800

**Department  
Approver**

APRIL HOLLAND

1. Dept Approval

Department Approval

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Comments

Signature

*April Holland*

2.

Counsel Approval

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Comments

Signature

*Vance H. Chokey*

3.

County Administrator Approval

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Comments

Signature

*Rick Crager*

4.

BOC Final Approval

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Comments

Signature

*Amanda Makepeace*

## **Introduction:**

The purpose of this discussion is to gain BOC direction on the process of adopting the 5-year Strategic Plan as required by House Bill 4123 (Relating to a Coordinated Homeless Response System) and discuss alignment of the:

- HOPE Advisory Board Bylaws
- HB 4123 Memorandum of Understanding between Benton County, the City of Corvallis, the City of Philomath, and Community Services Consortium (2022).
- City of Corvallis/Benton County Intergovernmental Agreement (2023), Coordinated Homeless Response Office Funding

...with the requirements of HB 4123.

The attached background provides the developmental history of the programs and initiatives that each of these documents serve to help identify opportunities for alignment and inform the BOC for review of staff recommendations. These recommendations (below) are intended to improve Benton County's coordinated homeless response system by providing clarity on roles and responsibilities for each component of the system and inform the process that Benton County will use to adopt the 5-year strategic plan.

## **Background:**

In September 2022, Benton County, the City of Corvallis and Community Service Consortium (CSC) entered into a Memorandum of Understanding (MOU), for the implementation of the requirements set forth in House Bill 4123 (HB 4123), namely, to work in collaboration to develop a Coordinated Homeless Response System (System) that would serve Benton County and its communities. As required by HB 4123, this System shall at minimum, consist of a homeless response office and a homeless response advisory board. The system, through either the homeless response advisory board or each member government to the MOU, is responsible for the



development and adoption of a 5-year strategic plan that will identify and set goals for addressing:

- Funding to support the ongoing operations of the coordinated homeless response;
- Increasing or streamlining resources and services to people at risk of or experiencing homelessness within the participating cities and counties.
- Incorporating national best practices for ending homelessness;
- Eliminating racial disparities within homeless services within the service area; and
- Creating pathways to permanent and supportive housing that is affordable to local populations experiencing or at risk of homelessness.

HB 4123 requires that the System shall coordinate with and develop partnerships and engage with a wide array of community partners and individuals including people experiencing homelessness, frontline service providers, and groups at high risk of experiencing homelessness.

The intent of HB 4123 is to provide a basic structure for accountability and the reasonable use of funds while giving communities the flexibility to build on existing local efforts. As the direct recipient of HB 4123, Benton County has been leading the implementation of HB 4123 with support from the City of Corvallis, and CSC. Staff from the County, City of Corvallis and CSC, have been working to identify where existing community efforts already align with HB 4123 and where adjustments and additions are needed to fulfill the legislative requirements. This process has been iterative as staff gain more information and understanding of the various local and regional systems that interact within a homeless response.

The following table shows HB 4123 excerpted requirements beside how Benton County's coordinated homeless response system is

currently described in formal documentation and in operation. (See also, Attachment 2)

HB 4123 Requirements Excerpted	Benton County Implementation (excerpts from relevant governing and planning documentations)
<p><b>Section 1.(1)(a) Establishment of a coordinated homeless response office</b></p>	<p><b>County Health Dpt. Job Descriptions (Operational Implementation):</b></p>
	<ul style="list-style-type: none"> <li>• HOPE Program Coordinator:                             <ul style="list-style-type: none"> <li>○ The incumbent is responsible for the development, implementation, and ongoing maintenance of the HOPE program.</li> <li>○ The person in this position will work collaboratively with County staff, City staff, providers and community members to achieve the HOPE Board's vision.</li> </ul> </li> <li>• HOPE Project Manager:                             <ul style="list-style-type: none"> <li>○ Responsible for translating the recommendations of the HOPE Board into actionable plan.</li> <li>○ The person in this position will work collaboratively with County staff, City staff, providers and community members to achieve the HOPE Board's vision.</li> </ul> </li> </ul>
	<p><b>HB 4123 MOU County/City/CSC (Formal Documentation Implementation):</b></p>
	<p>County to convene Parties and facilitate work for implementing HB 4123 and oversee HOPE Board.</p> <p>City and CSC staff to attend and participate in HB 4123 implementation meetings.</p>
	<p><b>Draft HB 4123 Strategic Plan:</b></p> <p>Coordinated Office to provide dedicated staff for systems-level coordination, centralized communication, and strategic resource planning to support more equitable, accessible, and responsive solutions to housing and homelessness in Benton County.</p>
<p><b>Section 1.(1)(b) Advisory Board with representation from the governing body of each member government.</b></p>	<p><b>HB 4123 MOU (Formal Documentation):</b></p> <p>The Coordinated Homeless Response advisory Board (Intergovernmental Council) with representation from the governing body of each Party, for the purposes of providing <u>general guidance</u> to the Coordinated Office and is served by the Intergovernmental Council. Membership currently consists of:</p> <ul style="list-style-type: none"> <li>• 1 Chief Executive and one elected official from:                             <ul style="list-style-type: none"> <li>○ Corvallis,</li> <li>○ Philomath,</li> <li>○ County</li> <li>○ Executive Director of CSC.</li> </ul> </li> </ul> <p>One meeting has been convened. Monroe and Adair have been included in all invites and updates regarding Intergovernmental Council but have not signed on to HB 4123 MOU.</p>

HB 4123 Requirements Excerpted	Benton County Implementation (excerpts from relevant governing and planning documentations)
<p><b>Section 1. (5) &amp; (5)(a-0) In performing tasks under this section, a coordinated homeless response system shall coordinate with and develop partnerships with local and regional stakeholders, including, but not limited to...</b></p>	<p><b>HB 4123 MOU (Formal Documentation):</b></p>
	<p>Stakeholder Coordination Board to be served by the HOPE Board.</p>
	<p><b>IGA Coordinated Homeless Response Office Funding City/County (Formal Documentation):</b></p>
	<p>HOPE is a collaborative Board that is <u>solely</u> an advisory body to the County BOC and will provide policy recommendations to County and City governing bodies.</p>
	<p><b>HOPE Bylaws (Formal Documentation):</b></p>
	<p>County and City are Chartering Jurisdictions: Establish bylaws, establish governance structure, have direct policy and funding authority, define scope of the HOPE Board and Executive Committee, provide staff support to HOPE Board, and establish lead agency roles.</p> <p>HOPE Board responsibilities include, developing a work plan: Goals, measurable objectives, tasks, timelines, and responsible individuals for tasks. Conduct gap analysis to determine needs and evidence based practices to respond to needs. Will prioritize its work plan activities.</p> <p>Executive Committee a subset of HOPE Board, appoints members to HOPE Board, adopts action plans, aligns HOPE Board work with HOPE Board Bylaws, prioritizes guidance for resource allocation, presents reports to Chartering Jurisdictions.</p> <p>The HOPE Board has two parts:</p> <ol style="list-style-type: none"> <li>1. Executive Committee consists of 5 members from the following representatives: <ul style="list-style-type: none"> <li>• 1 Benton County Commissioner</li> <li>• 1 mayor and 1 City councilor from member governments (City of Corvallis is the only member at this time.)</li> <li>• 1 Representative from CSC</li> <li>• 1 representative from the local business community.</li> </ul> </li> <li>2. Community stakeholder: <ul style="list-style-type: none"> <li>• No more than 16 members drawn from all sectors across Benton County.</li> </ul> </li> </ol>

In early analysis of HB 4123 requirements, it was anticipated that the Executive Committee of the HOPE Advisory Board would fulfill the requirements of the HB 4123 required Advisory Board. However, HB 4123 is intended to be a countywide response and membership guidelines (HOPE Bylaws) of the Executive Committee did not appear to meet the representation requirement (“each member government”) of HB 4123 if outreach and engagement to the other cities in Benton County, beyond the City of Corvallis, resulted in

partnership via the MOU. An additional consideration was intentional delineation between operational guidance vs. policy guidance to the Coordinated Office. These general considerations resulted in staff recommending the creation of the Intergovernmental Council which would provide operational coordination among the member governments and serves as the Advisory Board required by HB 4123. The Intergovernmental Council would be responsible for the adoption of the 5-year strategic plan.

During the development of the strategic plan, staff gained further understanding of the components needed to be successful in our community's coordinated homeless response. The advisory component specifically will encompass a scope of work well beyond the current expertise and representation of the IGC as it exists today. By contrast the HOPE Executive Committee have historically been involved in the work (policy recommendations) and there are requirements that keep them invested in the ongoing conversations surrounding homelessness in Benton County. With minimal changes to the Bylaws to address membership and clarify roles/responsibilities the HOPE Executive Committee could meet all of the requirements of the HB 4123. All this considered, it is staff's recommendation to reduce complexity and improve efficacy of our coordinated response by merging the membership and functions of the Intergovernmental Council and the HOPE Executive Committee to serve the functional requirements of the Advisory Board as defined by HB 4123.

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