



Board of Commissioners
 Office: (541) 766-6800
 Fax: (541) 766-6893
 4500 SW Research Way
 Corvallis, OR 97333
 bentoncountyor.gov

AGENDA

BOARD OF COMMISSIONERS GOAL-SETTING MEETING

Thursday, February 15, 2024, 10:00 AM

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

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 by contacting the Board of Commissioners Office at 541-766-6800 or 800-735-2900 TTY, by email bocinfo@bentoncountyor.gov, or on the web at <https://boc.bentoncountyor.gov/contact/>.

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.

- 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 – Facilities Report – Gary Stockhoff, Paul Wallsinger, Public Works
- 3.2 20 minutes – Information Technology Goals, Strategies, and Projects Roadmap – Adam Loerts, John Larsen; Information Technology
- 3.3 30 minutes – Boards, Commissions, and Committees Status Discussion – Board of Commissioners
- 3.4 30 minutes – County Administrator Priorities Review – Rachel McEneny, County Administrator
- 3.5 10 minutes – County Administrator Updates – Rachel McEneny, County Administrator
- 3.6 30 minutes – Commissioner Updates – Benton County Commissioners

4. New Business

- 4.1 10 minutes – Discussion and Approval of Association of Oregon Counties 2024 Membership Renewal – Board of Commissioners

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.”

6. Executive Session

The Board will meet under ORS 192.660[2][d] – Labor Negotiations

DISCUSSION TOPICS

BOC Agenda Checklist Master

Agenda Placement and Contacts

Suggested Agenda Date 02/15/24

View [Agenda Tracker](#)

Suggested Placement * Work Session

Department * Public Works

Contact Name * Paul Wallsinger

Phone Extension * 3521

Meeting Attendee Name * Paul Wallsinger

Agenda Item Details



Item Title * Benton County Facilities Update

- 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 * 15 Minutes

Board/Committee Involvement * Yes No

Advertisement*

Yes

No

Issues and Fiscal Impact

Item Issues and Description

Identified Salient Issues*

Facilities Manager Paul Wallsinger will provide an update on Benton County facilities.

Options*

Not applicable. No Board action requested.

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* Not Applicable

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* Not Applicable

Recommendations and Motions

Item Recommendations and Motions

Staff Recommendations * Not applicable. No Board action requested.

Work Session Motions * I move to ...
Not Applicable

Staff Recommendations

Not applicable. No Board action requested.

Work Session Motion

Not applicable.

Attachments, Comments, and Submission

Item Comments and Attachments

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.

240215 BOC Facilities Update.pdf

392.55KB

Comments (optional)

If you have any questions, please call ext.6800

**Department
Approver**

AMANDA MAKEPEACE

1.

Department Approval

Comments

Signature

Amanda Makepeace

2.

Counsel Approval

Comments

Signature

Vance H. Croney

3.

County Administrator Approval

Comments

Signature

Amanda Makepeace

4.

BOC Final Approval

Comments

Signature

Amanda Makepeace

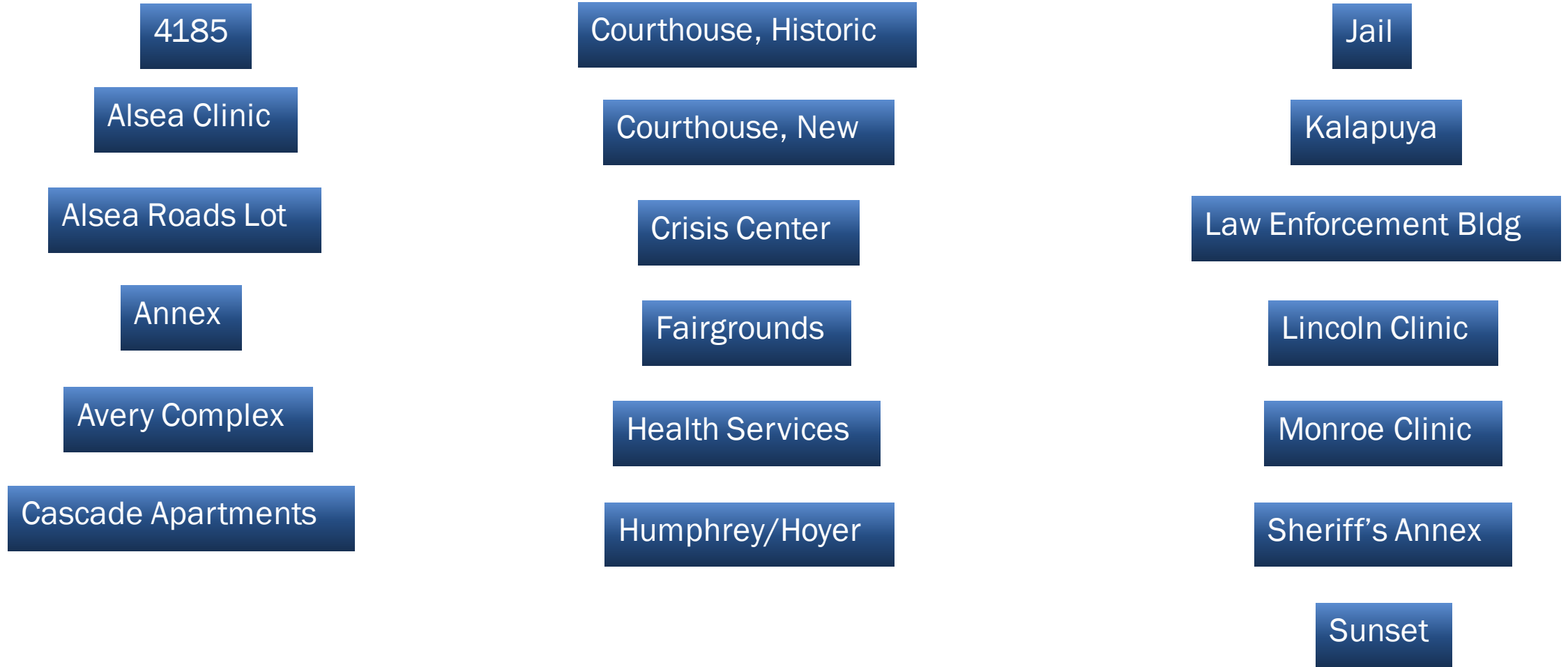
Facilities Update

Paul Wallsinger
Facilities Manager

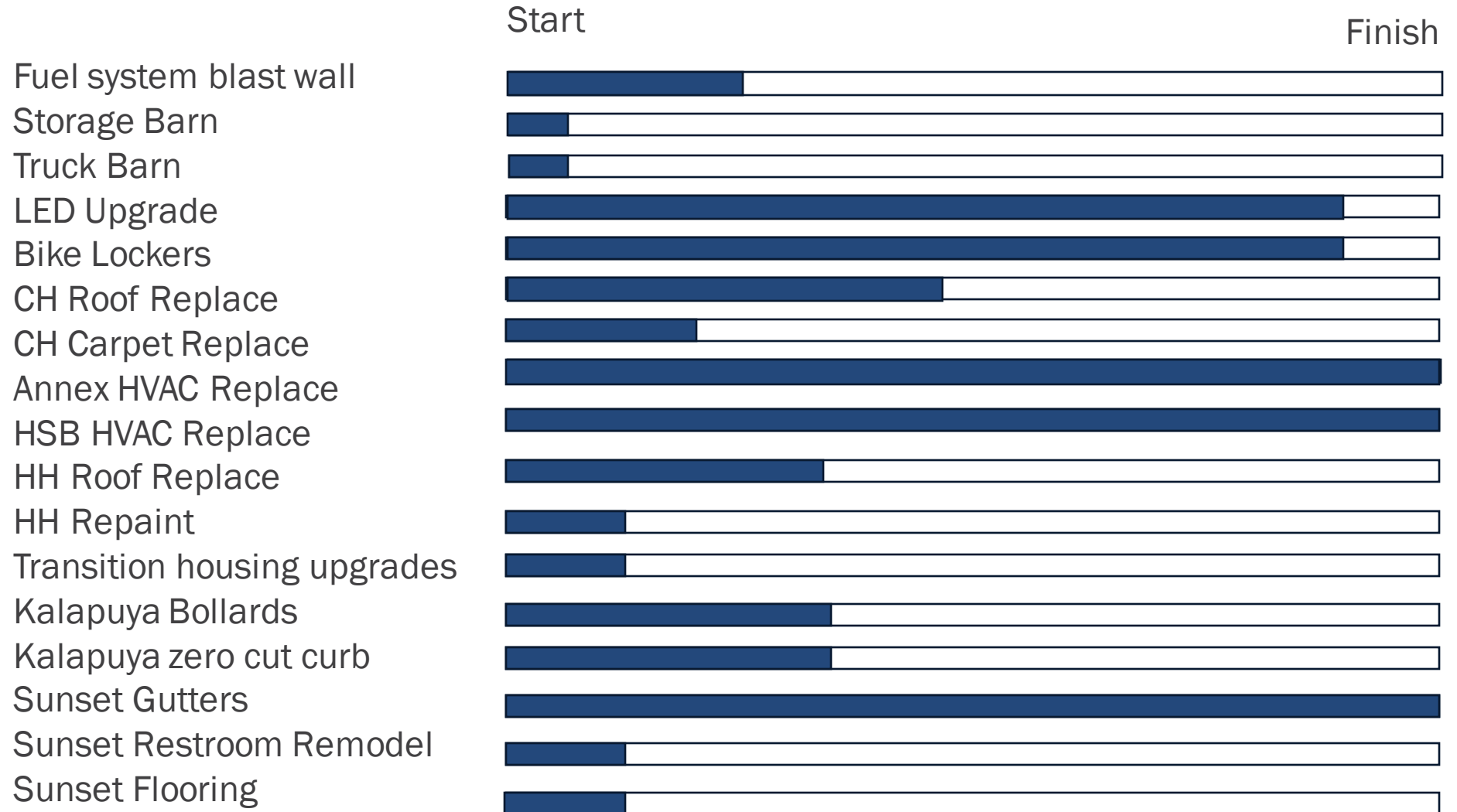
February 15, 2024



Benton County Facility Assets



2023/2024 Capital Projects – Progress Overview



2023/2024 Large Projects

2023 Completed Work Orders

621

2024 Completed Work Orders

171

Completed Projects	Pending Projects
Fleet Repaint	HSB Stairway
Kalapuya Handrail	Bike lockers install
Kalapuya Sidewalks	Fleet Drain System
Kalapuya insect abatement	DD Workstations
Electrical sub meter Roads EV	BOC offices
Cascade Apartments unit build	LEB Concrete repairs
Jail Waterline failure	Jail locker room flooring
Sheriff Annex HVAC repair	Monroe Clinic flooring
LEB roof drain/overflow	Alsea Sewer repairs
LEB stairwell repaint	4185 HVAC
BOC HVAC repair	4185 Improvements
	CFH transition



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Benton County



BOARD OF COMMISSIONERS – IT Innovations 2024 priorities

Thursday, February 15, 2024

Information Technology Department

Adam Loerts - Director of IT, John Larsen - Deputy Director of IT

Review Information Technology Department Structure

IT Teams

Current, planned vacancies

Innovations Team:

4 Programmer Analysts

1 GIS Coordinator

1 Business Analyst

1 Web Content Coordinator

1 Database Administrator

Overall Innovations Strategy:

Working with our department partners, we seek projects that have a high return on value.

Current Strategic Goals:

- Citizen & Employee Access through the web.
- Data integration and sharing via Business Intelligence tools (PowerBI) and the Data Lake.
- Modeling/Streamlining Processes and Workflows using Technology.
- Digitizing of records and paper assets (to go “paperless”).

Work Priorities

This is for new work and rework. Most of the Innovation Team’s time is spent maintaining and fixing current systems. Given that, these are the top 5 priorities and their relative time commitments. The percentages reflect that some items have dedicated personnel (Web Content & GIS).

1. Addressing Defect and System Maintenance, ad Hoc work (40%)
2. Web Site Improvement & Enhancement (20%)
3. Data Lake build out and integration (10%)
4. GIS Improvement (15%)
5. Department Support (Tax Season, Elections, Fleet Systems, Finance Systems) (10%)
6. Business Analysis, Research and Design (5%)

Review of Innovations Agile scrum methodology

Innovations Team recent production statistics

Agile – a project management approach based on delivering requirements iteratively and incrementally throughout the life cycle.

Scrum – agile methodology commonly used in software development, where regular team meetings review progress of a single development phase (or Sprint).

Sprint – a short development phase within a larger project defined by available time ('timeboxes') and resources.

Agile Statistics (Jan 9th – Feb 7th)

Agile uses "Stories" that have a point value to indicated relative complexity. There are multiple stories per project.

Current State by Points

- **149** Completed
- **47** In Progress
- **24** current committed
- **162** Backlog

Relevant Statistics on Completed Tasks

- **75 points** Average per Sprint Completion rate
- **33%:** Work is unplanned (High and urgent work that disrupted the plan)
- **38%:** Work devoted to Projects
- **88 %:** Of unpanned work are defects

Defect Points Completed

- 3 (3%) Low
- 18 (21%) Medium
- 63 (73%) High
- 2 (2%) Critical

Defect Points in Progress/Committed

- 1 (3%) Low
- 13 (34%) Medium
- 23 (61%) High
- 1 (3%) Critical

Current Innovations Projects

Imminent (Releasing/Complete current Qtr)

- 4 Projects Team
- 2 Projects John

In Progress (Actively being Worked)

- 3 Projects Team
- 2 Projects John

Queue (Waiting for Resources)

- 1 Project Team

Planning (Building Reqs/researching needs)

- 9 Projects Team
- 2 Project John

Current Innovations Backlog

Project Backlog Done (Ready to work on)

- 7 Projects

In Progress (Currently Investigating)

- 5 Projects

Queue (Not Started)

- 19 Projects

Ideation (Proposed Ideas, not sure if will pursue)

- 12 Projects

Nov '23

Jan '24

Mar '24

May '24

Department Goals

Technology Training				6/30/25	➤
MDM Deployment				6/30/25	➤
Incident Reporting Tool				6/30/25	➤
County Website Project				6/30/25	➤

Strategies

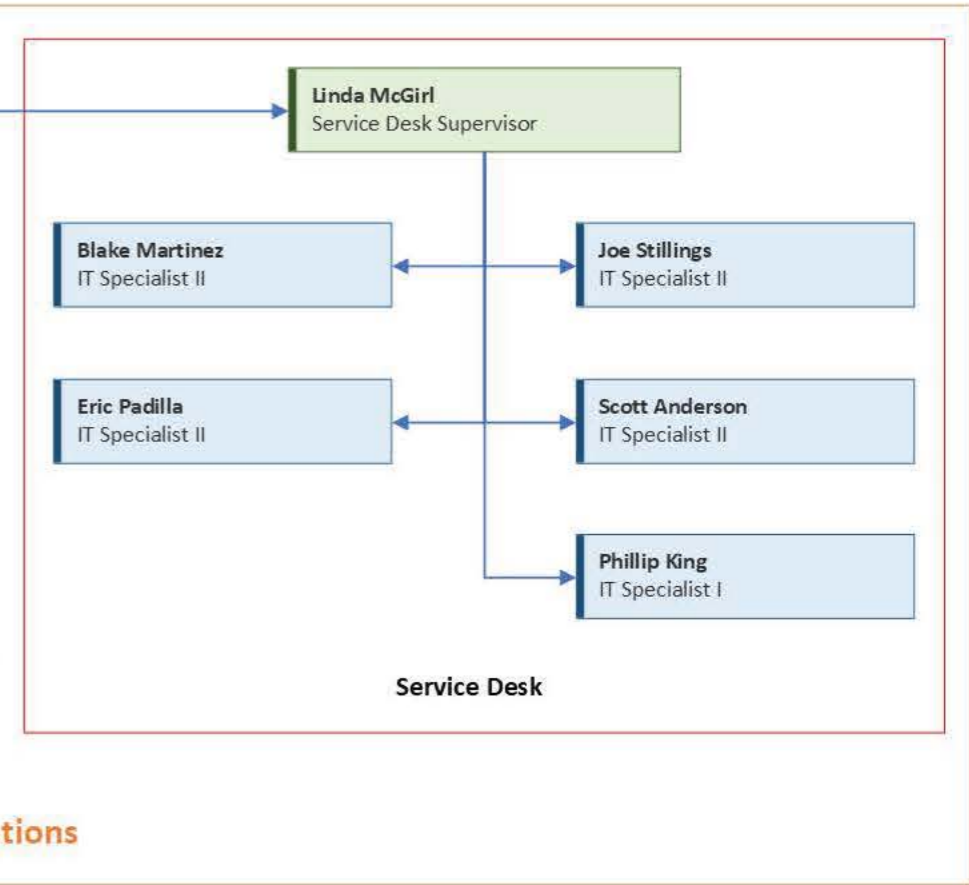
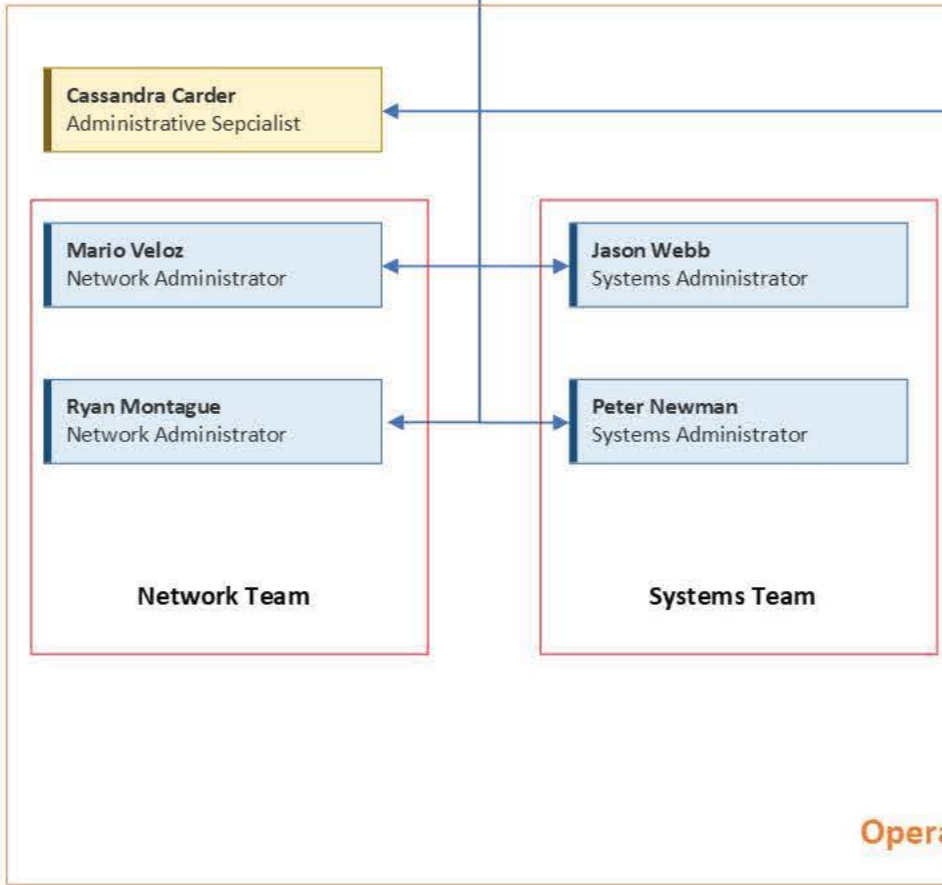
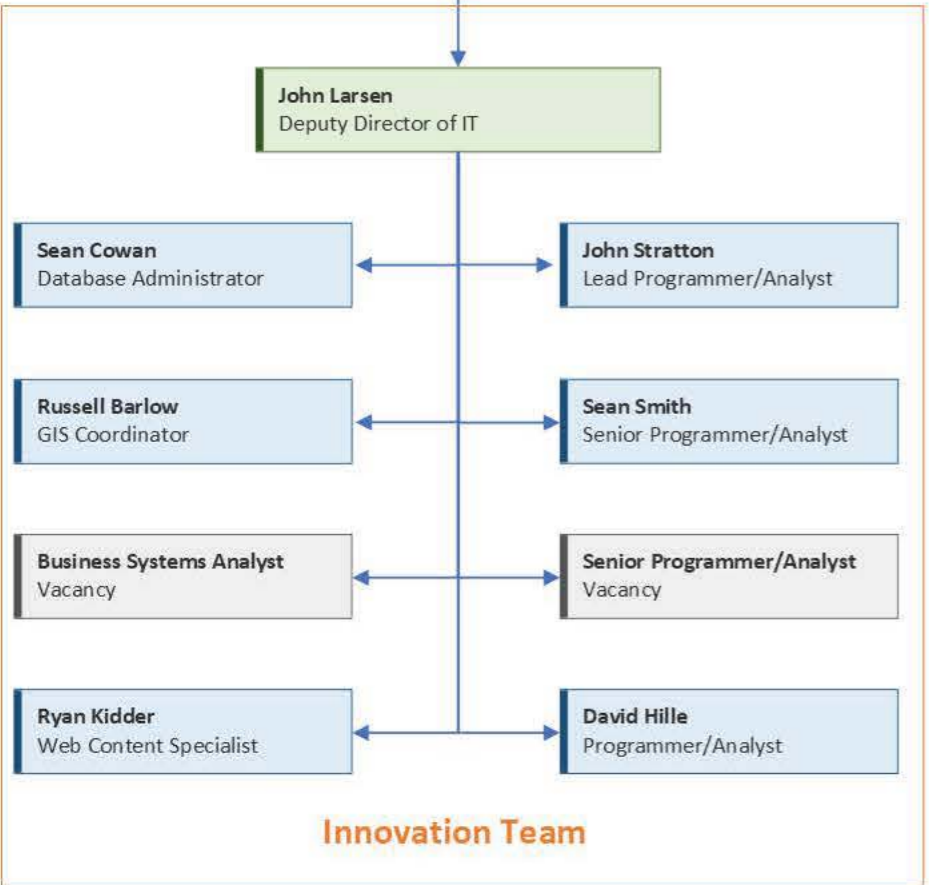
Service Desk - KACE Improvement				Ongoing	➤
Project Improvement				Ongoing	➤
County Website and UX Improvement	◆ Go-Live 12/18	◆ Public Launch		6/30/25	➤
◆ Content Creator/Plain Language Training					
Department Content Moves	1/24	◆ Public Launch			
		Phase 2 – Intranet, Forms, other enhancements			➤
Document and Business Process Improvement		◆ Data Review Committee Established			➤
		Define data management responsibilities	◆		
Data Management Improvement			◆ IRB Established		➤

Major Projects

Security Operations Center	◆				
Sensor Live 11/15	◆				
MFA					
◆ WWA Azure MFA Rollout					
Phase 2 assessment, Windows 11 planning		◆			
		Phase 2 – Desktop Auth Rollout, other critical services		◆	
Fiber Ring					➤
Kal to Fair, PW to Sunset			◆		
Data Lake					➤
Health Financial Dataset				June 2024	➤

Construction/Staff Moves

Sweet Home Clinic Demob/Relocation	◆ Move and active at new location 12/18				
Fair Event Center				202X	➤
Crisis Center Construction				6/1/24	➤
Courthouse				202X	➤



BOC Agenda Checklist Master

Agenda Placement and Contacts

Suggested Agenda Date 02/15/24

View [Agenda Tracker](#)

Suggested Placement * Work Session

Department * Board of Commissioners

Contact Name * Maura Kwiatkowski

Phone Extension * 5417666800

Meeting Attendee Name * Board of Commissioners

Agenda Item Details 

Item Title * Boards, Commissions, and Committees Status 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 * 30 minutes

Board/Committee Involvement * Yes No

Advertisement*

Yes

No

Issues and Fiscal Impact

Item Issues and Description

**Identified Salient
Issues***

The Board of Commissioners will discuss Benton County Boards, Commissions, and Committee and their current level of activity.

Options*

Not applicable; discussion only.

Fiscal Impact*

- Yes
- No

2040 Thriving Communities Initiative

Mandated Service?* Yes No

2040 Thriving Communities Initiative

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- 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* Not Applicable

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* Not Applicable

Recommendations and Motions

Item Recommendations and Motions

Staff Recommendations* None; no action requested.

Work Session Motions* I move to ...
None.

Staff Recommendation

None; no action required.

Meeting Motion

None.

Attachments, Comments, and Submission

Item Comments and Attachments

Attachments

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2024 FEB Benton BCC List.pdf

680.92KB

Comments (optional)

If you have any questions, please call ext.6800

Department Approver

AMANDA MAKEPEACE

1.

Department Approval

Comments

Signature

Amanda Makepeace

2.

Counsel Approval

Comments

Signature

Vance H. Croney

3.

County Administrator Approval

Comments

Signature

Amanda Makepeace

4.

BOC Final Approval

Comments

Signature

Amanda Makepeace



MEETINGS CADENCE AND HISTORY

Name	Responsible Department	Last Meeting	Meeting Cadence
Budget Committee*	Financial Services	2023-05-11	Q1 and Q2 in biennium budget years
Charter Review Committee	Counsel's Office	Not Applicable	When necessary
Citizen Advisory Committee	Community Development	See Meeting Cadence	Community led/organized with limited activity. Alsea group meets regularly; last met 12/12/23
Community Health Centers	Community Health Centers	2024-01-22	Monthly
Corvallis-Benton County Library Board	City of Corvallis	2023-11-01	Quarterly
Courthouse Preservation Committee	Public Works	2024-01-18	As needed; Assessment attends meetings and signs off on any exemptions
Disposal Site Advisory Committee*	Community Development	2023-10-25	Quarterly (per draft bylaws)
Enterprise Zone Committee	Corvallis/Benton County Economic Development Office	Unknown	When Zone Designation Request Received
Environment & Natural Resources Advisory Committee	Board of Commissioners Office/Sustainability	2024-01-10	Monthly
Fair Board*	Natural Areas, Parks, and Events	2024-01-22	Monthly
Fair Foundation	Natural Areas, Parks, and Events	2024-01-23	Quarterly
Food Service Advisory Committee*	Public Health	2023-11-27	Quarterly
Historic Resources Commission*	Community Development	2024-01-31	Monthly
Home, Opportunity, Planning & Equity Board	Health	2723-12-01	Quarterly; Executive Committee also meets quarterly
Law Enforcement Review Committee	Sheriff's Office	2017-11-07	Inactive since 2017 when charter expansion proposed
Mental Health, Addictions & Developmental Disabilities Advisory Committee	Health	2024-02-06	Monthly
Natural Areas & Parks Board	Natural Areas, Parks, and Events	2024-01-10	Monthly
Planning Commission	Community Development	2024-01-16	Bimonthly
Property Value Appeals Board*	Records	2023-04-07	First Monday in February and completes hearings by April 15; next meeting is 02/26/24
Public Health Planning Advisory Committee	Public Health	2019-05-15	Not currently meeting. Reorganizing
Statewide Transportation Improvement Fund Advisory Committee	Public Works	2023-12-11	Biannually and more frequently, if needed
Willamette Criminal Justice Committee*	District Attorney's office	2023-11-17	Quarterly
* State mandated board, commission, or committee			

NEW BUSINESS



1212 Court St NE
Salem, OR 97301
503-585-8351
accounting@oregoncounties.org

BILL TO

Benton County
P.O. Box 3020
Corvallis, OR 97339

INVOICE # DUES2024BEN

DATE 01/30/2024

DATE	DESCRIPTION	AMOUNT
01/01/2024	AOC 2024 General Fund Dues	40,445.13
01/01/2024	2024 CFTLC (Council of Forest Trust Land Counties) Dues	661.35
01/01/2024	2024 CFTLC (Council of Forest Trust Land Counties) Special Voluntary Assessment Dues	684.16

BALANCE DUE

\$41,790.64

Please direct inquiries to:
Fiscal Services
accounting@oregoncounties.org
503.585.8351

Remit Checks to:
Association of Oregon Counties
1212 Court Street NE
Salem, OR 97301

Wire/ACH:
Bank Name: Wells Fargo Bank
Account#: 88431689
Routing# (ABA #): 123006800

General Fund Dues (required for membership):

Supports legislative advocacy and policy development, educational opportunities and meetings, member communications, and technical assistance, as well as AOC's core operational expenses including finance, insurance, utilities, and supplies. Dues are calculated using a tiered base fee determined by population. The remaining dues are divided in half, with 50 percent allocated towards the county's share of assessed value, and 50 percent allocated towards the county's share of population. Figures used to determine these calculations are obtained from the Department of Revenue and Portland State University (PSU) Population Research Center (updated by AOC every three years). The formula is capped so no county will pay more than 20 times the lowest base fee. Dues increase annually by 3 percent. Increases of 3.1 percent to 5 percent can be implemented annually with approval from the AOC board of directors. Increases of 5.1 percent or more require approval from the AOC membership. In 2024 dues were increased by 5 percent from the 2023 county individual county assessment. In October 2023, when recommending the proposed 2024 (CY) budget to the full membership, the AOC Board of Directors froze individual county rates at 2023 levels, and then increased each county assessment by 5 percent. The full membership approved General Fund dues assessments with the adoption of the 2024 Budget at the Business Meeting held during the AOC Annual Conference in November 2023.

CFTLC Dues (required for voting privileges):

Finances the activities of the Council of Forest Trust Land Counties (CFTLC), created to represent the interests of the 15 Oregon counties that contain forest lands administered by the State Department of Forestry. These dues support advocacy and professional services to promote and protect the counties' interests in Oregon's forest trust lands. Dues are based upon an approved budget and comparative forest trust land acreage by county. In 2024 dues were increased by 5 percent as approved by CFTLC members and the full AOC membership in November 2023.

CFTLC Special Voluntary Assessment:

Dues enable CFTLC to retain critical specialized contract services to protect counties' interests in the forest trust lands. The assessment is based on the CFTLC dues formula described above. In 2024 dues were increased by 5 percent as approved by CFTLC members and the full AOC membership in November 2023.