



**MINUTES OF THE MEETING  
BENTON COUNTY BOARD OF COMMISSIONERS  
Tuesday, June 4, 2024  
9:00 a.m.**

**Present:** Xanthippe Augerot, Chair; Nancy Wyse, Commissioner; Pat Malone, Commissioner; Vance Croney, County Counsel; Rachel McEneny, County Administrator; Rick Crager, Assistant County Administrator

**Elected Official:** Jef Van Arsdall, Sheriff

**Staff:** Jenn Ambuehl, Financial Services; Sam Bailey, Michelle Bangs, Rebecca Christy, Cynthia Delatorre, Caden DeLoach, Mac Gillespie, Sara Hartstein, April Holland, Stacy Marinelli, Rocío Muñoz, Kailee Olson, Health Services; Shannon Bush, James Wright, Community Development; Laurel Byer, Public Works; Justin Carley, Sheriff's Office; Marriah De La Vega, Amanda Makepeace, BOC Staff; Sean McGuire, Sustainability; Erika Milo, BOC Recorder; Paul Wallsinger, Facilities

**Guests:** Rose Bricker, Amanda Colley, Philomath Pride Collective; Sherry Jackson, Philip Jacobs, UPD Consulting; Michael Curran, Leo Williamson, Oregon Department of Forestry; Dharmakrishna Mirza, Elijah Stucki, Mid-Willamette Trans Support Network; Brent Griffiths, Stephanie Stafford, Office of the State Fire Marshal; John Harris, Horsepower Productions; Jessica Hougen, Benton County Historical Society; Julie Jackson, Republic Services; Alicia Lucke, Oregon Cascades West Council of Governments; Reed Wyse, resident

**1. Opening:**

**1. Call to Order**

Chair Augerot called the meeting to order at 9:00 a.m.

**2. Introductions**

**2. Review & Approve Agenda**

No changes were made to the agenda.

**3. Proclamations**

**3.1 Proclaiming June 2024 as Two-Spirit, Lesbian, Gay, Bisexual, Transgender, Queer/Questioning, Intersex Plus (2SLGBTQI+) Pride Month in Benton County, Proclamation P2024-014 – Dharmakrishna**

Mirza, Mid-Willamette Trans Support Network; Rose Bricker, Philomath Pride Collective

Augerot introduced Mirza, President of the Board of the Mid-Willamette Trans Support Network, activist, artist, scholar, and cultural health advocate. Mirza is the founder of local drag house Haus of Dharma, and chairs the Measure 110 Oregon Oversight and Accountability Council, the Recovery Schools Advisory Council, and the Benton County Mental Health and Developmental Disabilities Advisory Committee.

Augerot introduced Bricker, who is the founder of Philomath Pride, a member the Philomath Park Advisory Board, and has worked in various roles for Oregon Department of Human Services.

Mirza read the Proclamation aloud. Arising from the 1966 Compton Cafeteria Riot, the 1969 Stonewall Uprising, and other activist efforts, Pride has become a celebration of community, perseverance, and survival worldwide.

**MOTION:** Wyse moved to proclaim 2SLGBTQI+ Pride Month in Benton County, Proclamation #P2024-014. Malone seconded the motion, which carried 3-0.

Bricker described the Philomath Pride Collective's upcoming celebration for the 2SLGBTQI+ community, to feature resource sharing, games, crafts, live entertainment, free food sponsored by Benton County, and Philomath's first Pride parade.

Augerot commented that the community has the whole month to continue celebrating, and the rest of the year.

#### **4. Comments from the Public**

No comments were offered.

#### **Work Session**

##### **5.1 \*Benton County Historical Society (BCHS) Update – Jessica Hougen, Executive Director, BCHS**

Hougen described the history of the BCHS, which began in 1951. The Johnson Collections Center opened in 2007, and the Corvallis Museum (TCM) opened in February 2021. The BCHS participated in the national Museum Assessment Program, which provides a report with recommendations for improvement. Next, all staff and the BCHS Board engaged in strategic planning. The museum's mission statement and values were revised. Partnerships include Casa Latinos Unidos, The Arts Center, Cornerstone Associates, Prax, Corvallis Multi-Cultural Literacy Center, the Corvallis and Philomath Chambers of Commerce, and Jackson Street Youth Services. Several partners hold events, meetings, and/or exhibits at TCM.

BCHS currently has six full-time and three part-time staff. The 2018-19 fiscal year operations budget was \$959,349; payroll was about 61% of that budget, and 6,000

visitors were served. In 2024 to date, the operations budget is about \$960,000, payroll is 59%, and the combined museums have served 14,007 visitors. Hougen described museum tours and programs. Soon, staff will work on a Philomath Museum Master Plan with architect Peter Meijer, including an examination of accessibility issues. Funding sources include grants, donations, and an anonymous match. BCHS wants to add more permanent exhibit space and dedicated education space. BCHS will hold three community conversations at the Philomath Museum in June 2024. Upcoming projects include Diversity, Equity, Accessibility, and Inclusion work, more programs at both museums, and continuing community involvement.

Augerot welcomed future conversations with BCHS on how the County could develop a Historic Resource Plan for its historic properties. Augerot noted that the County contributes to funding for BCHS from the Economic Development budget. It is vital that BCHS serves everyone in the County.

Hougen offered to report every six months; the Board favored this approach.

### **{Exhibit 1: Benton County Historical Society Presentation}**

#### **5.2 Oregon Department of Forestry Annual Update – Michael Curran, District Forester; Leo Williamson, Philomath Unit Protection Forester**

Curran shared that this was the District's first year since 2020 with consistent staffing for more than a year. Curran thanked County staff including Woods Patrol Deputy Jerry Williams, Emergency Manager Bryan Lee, and Communications Coordinator JonnaVe Stokes and other communications staff, who partner with ODF on fire prevention messaging.

ODF protects just under 1.1 million acres of private- and public-owned land in Benton, Polk, and Lincoln, and Yamhill Counties. In summer 2023, ODF personnel burned about 56 acres, less than the 10-year average, but had a longer-than-average fire season of 123 days (the 10-year average is 110). ODF had to take action on about 20 more statistical fires. The main causes of fires are equipment use, debris burning, and recreation.

Williamson reported that ODF's initial summer 2023 firefighting activity in Benton County was moderate; ODF worked on a total of 18 fires. On August 25, 2023, an unusual dry lightning event caused multiple fires, especially within Benton County. Another fire of note was the 11.5-acre South Mountain fire in the Community of Alsea area. To suppress fires, ODF partners with Benton County Fire Departments, the Fire Defense Board, landowners, and logging operators. During fire season 2023, 25.24 acres burned on ODF-protected lands in Benton County. ODF provided mutual aid on 89 acres.

Curran added that current staff had never dealt with a lightning event of that magnitude before. The prediction for fire season 2024 is average. May and June weather dictate fire season levels. May 2024 was very wet, so while there will still be hot and dry periods, fire season may start later than in 2023.

Williamson explained that through the Community Wildfire Protection Program, ODF works with private landowners on fuels reduction and defensible space. At the end of May 2024, ODF completed its only active grant in Benton County. The grant funded 72 projects for 187.5 acres of treated land, about half of which was in Benton. The District recently received the ODF Small Forestland Grant, which will provide \$200,000 in contractual services for fire prevention and to establish FireWise communities. ODF is also applying for a Western States Fire Managers grant for the Alesia area.

Curran explained that Oregon Governor Tina Kotek recently instructed ODF to pause all forestland classification efforts statewide until a work group convenes and finds a long-term funding solution. This will have no real impact on Benton, but ODF will not be able to make official classification decisions until the Governor approves.

ODF manages 8,327 acres of Forest Trust Lands in Benton County; two-thirds of the revenue from those lands goes to the County and local taxing districts. ODF also manages 553 acres of Common School Fund lands; that revenue goes to the statewide School Fund. In fiscal year 2024 to date, ODF has provided \$216,249 to the County and taxing districts. Fiscal year 2023 provided \$661,804. ODF plans to perform a 2025 Annual Operations Plan process. In the next fiscal year, staff estimate two timber sales will bring \$829,000 to the County and taxing districts.

In March 2024, the Board of Forestry approved ODF to continue the Habitat Conservation Plan (HCP) permit process. ODF is assembling new modeling of how many timber sales will be possible under the HCP. Benton County will average 300 million board feet annually in one or two sales per year, for an estimated \$800,000-\$1 million in revenue. Western Oregon timber volume and sales will probably not change. The HCP will have larger impacts on the Forest Development Fund; expect an average of 45 million fewer board feet. ODF is working on cost-saving strategies. Now that the district's modeling is complete, ODF continues to work with the National Oceanic and Atmospheric Administration and United States Fish and Wildlife Department on Incidental Take Permits (ITPs). The agencies will process the remainder, and ODF will receive the ITPs between March 2025 to March 2026. After that, staff will be able to complete the new Forest Management Plan (FMP), which is already underway.

Responding to a question from Augerot, Curran replied the HCP will not slow timber harvesting. ODF is still operating under both the current FMP and HCP guidelines.

Malone noted that the County could partner with ODF if fire condition information needs wider distribution. Malone asked about funding status for the Community Wildfire Forester position.

Curran replied that funding for the next two to three years is fairly secure. After the Labor Day 2020 fires, Senate Bill (SB) 762 provided additional funding for ODF and the Oregon State Fire Marshal (OSFM) to increase fire prevention capacity and programs, including creation of a 20-year strategy to address higher-risk areas. In this case, the higher-risk area is Cascade Crest. To complete the plan, ODF still needs to prioritize funding for northwest Oregon. The impacts on northwest Oregon will not be apparent

until several years in. Because the cost of wildland fires increases exponentially every year, fire protection is becoming unaffordable for some landowners. Hopefully the work group will overhaul the system to make it more equitable. The State Forester created a new Deputy Director position that oversees fire protection, held by Kyle Williams.

Malone shared that Senator Ron Wyden is working on wildfire funding at the national level, trying to put wildfires in the same category as hurricanes and other natural disasters, so the Federal government can bring significant resources to large wildfires.

Curran noted that the Private Forest Accord (PFA) was implemented on July 1, 2023, with an emphasis on training both internal and external partners.

Williamson reported that in 2023, 558 notifications of landowner management activity were filed, up from 476 in 2022. This may relate to PFA implementation. ODF Foresters are prioritizing education for landowners and operators. ODF works with Federal incentive programs through the Natural Resources Conservation Service and the Farm Services Agency (FSA). Recently, due to the ice storm, the FSA approved an area including Benton County for an Emergency Forest Restoration program, which allows landowners to apply for ODF technical assistance.

Curran thanked Tami Tracy and Michelle Collins, Assessor's Office, for helping ODF stay aligned with the forest deferral process on forestland owners' property taxes.

Wyse noted that after the lightning strikes, several forestry partners and landowners provided positive feedback about Williamson.

Augerot praised ODF's partnerships and regular fire season updates by email.

### **5.3 \*Fire Response in Benton County – Roles and Responsibilities of the Oregon State Fire Marshal (OSFM) – Brent Griffiths, Regional Mobilization Coordinator, Office of the State Fire Marshal**

Griffiths introduced Stafford, Community Wildfire Risk Reduction Specialist. Griffiths praised the partnership between OSFM, Benton County fire agencies, local ODF units, and other offices and agencies, including Benton County Emergency Management, Sheriff's Office, and Dispatch. In 2023, Benton resources responded to three significant wildfires. Griffiths described how OSFM can provide support (see Exhibit 4), including air support to local fire agencies in collaboration with ODF. OSFM covers the costs of aircraft. OSFM provided air resources during a July 4, 2023 fire east of Corvallis. OSFM can pre-position resources when an event could overwhelm local agencies. If an incident requires multiple operational periods, the County can request a conflagration through the Fire Defense Board Chief; if approved by the Governor, OSFM can mobilize an incident management team. If an incident threatens structures outside of a fire district or department, OSFM will work with the Board on a Delegation of Authority (see Exhibit 4). Many Benton County fire agencies received OSFM's \$35,000 grants to hire additional staff during fire season. Monroe and Corvallis were awarded new fire apparatus.

Griffiths read a letter (Exhibit 2) from Chief Ben James, Corvallis Fire Department, on activities by the Benton County Fire Defense Board, including collaboration with OSFM.

**{Exhibit 2: Benton County Fire Defense Board Letter}**

**{Exhibit 3: OSFM Resources in Unprotected Areas}**

**{Exhibit 4: OSFM Sample Delegation of Authority}**

Chair Augerot recessed the meeting at 10:27 a.m. and reconvened at 10:34 a.m.

#### **5.4 Facilities Update – Rick Crager, Assistant County Administrator; Paul Wallsinger, Facilities Director**

Crager displayed a map (see packet) of current construction projects. Construction drawings for the new Courthouse (NCH) will be available soon. Land acquisition is mostly complete. The site's historic building has been a challenge; staff will meet with State partners next week. The County cannot receive permits until that issue is resolved, but still intends to break ground in June 2024. Staff reduced some scope to keep the project within budget. The County now has a master agreement with the State, which locks in revenue for the entire project. The funding agreement with the State, which enables funds to be issued, is still pending and should be completed this summer. The County can front costs due to bonds issued in June 2023. The NCH is still on track to become operational in spring 2026.

Malone encouraged staff to inform the community about the groundbreaking celebration and progress on this project, which is the largest construction project in Benton County history.

Crager reported that lottery-backed bonds have been secured to help fund the Emergency Operations Center (EOC). Staff found a different type of construction that brought the project within budget. General contractor Hoffman Construction will build the EOC and NCH at the same time.

Augerot noted that the County had hoped to use lower-emission construction materials in the EOC, but that would have required reducing the building's size to stay within budget. The planned size meets staff need.

Crager shared that the project is budgeted within \$8 million, of which \$5 million is from bonds that have not yet been issued. Staff have been in close contact with the Department of Administrative Services, who will issue the bonds in March 2025. The County also has American Rescue Plan Act funding and a Federal grant, mainly for design. The Crisis Center (CC) was highly supported by the Oregon Legislature, the State, and the Federal government.

Wallsinger reported that most CC subgrade work is complete. A productive meeting was held with the Department of Environmental Quality and PBS Engineering about the last environmental processes for the site; Wallsinger anticipated no barriers. Concrete work above ground is scheduled in the next three weeks. During the delay to address

environmental issues, many building details were addressed, which will speed the project.

Augerot noted the CC will receive an Energy Trust grant, and asked whether there would be Energy Trust funds and additional sustainability elements for the NCH and EOC.

Wallsinger confirmed; the Energy Trust has received plan updates throughout the project. Responding to a question from Crager, Wallsinger replied the National Environmental Policy Act survey work for the CC was in its final stages. Staff will meet with the Health Resources and Services Administration next week to determine whether Benton County has met survey needs.

Crager noted that the County must meet survey needs to receive the Federal funding.

Wyse commented that in remediating the contaminated site, the County did the right thing environmentally and for the community.

Wallsinger noted that the 4185 Southwest Research Way Children and Family Services Building is substantially complete. The last large project remaining is to replace the heating, ventilation, and air conditioning system; a contractor is expected to begin work this week.

Malone suggested holding an open house for the 4185 building.

The Board praised the report format. Augerot requested that facilities reports be posted on the County website.

## **6. Consent Calendar**

### **6.1 Approval of the March 5, 2024 Board Meeting Minutes**

**MOTION:** Malone moved to approve the Consent Calendar of June 4, 2024. Wyse seconded the motion, which carried 3-0.

## **7. Public Hearing**

### **PH 1 Approval of Supplemental Countywide Budget No. 241201, Resolution #R2024-008 –Jenn Ambuehl; Financial Services**

#### Staff Report

Ambuehl asked to increase appropriations by \$11.6 million, a 2.3% budget increase. The Capital Outlay increase includes \$5 million to purchase the 4185 Southwest Research Way building, and \$2.5 million to develop 11 housing units through Senate Bill 5701. With the Community Health Centers/Behavioral Health budget revision, larger-than-anticipated balances will be moved to Contingency.

Malone asked if the \$1.4 million of increased earnings (presentation slide four) was from interest on the Treasury Management Fund.

Ambuehl confirmed; due to interest and higher rates of return, staff need to increase authority to send those funds to other departments.

Chair Augerot opened the Public Hearing at 11:10 a.m.

#### Public Comment

No comments were offered.

Chair Augerot closed the Public Hearing at 11:10 a.m.

**MOTION:** Malone moved to adopt Resolution #R2024-008 in the matter of Supplemental Budget #241201. Wyse seconded the motion, which carried 3-0.

## **8. Departmental Reports & Requests**

### **8.1 Equity, Diversity, and Inclusion (EDI) Position Update – Sean McGuire, Sustainability; Sherry Jackson, Philip Jacobs, UPD Consulting**

McGuire explained that when previous EDI Coordinator Sara Siddiqui moved to the Health Department in December 2023, leadership decided to re-examine the position. UPD Consulting interviewed 10-12 staff members and prepared a final report (see packet) of recommendations about steps for the County to take before hiring the next coordinator.

Jackson explained that when organizations implement change, tying the work to the organization's goals provides the best chance of success. As a County staff member said, "We all need to be EDI Coordinators because if we don't all buy into it, we're not going to move forward." It is necessary to carry out equity work within one's day-to-day job. Failing to embrace EDI can cause a loss of community trust and engagement, ineffective resource allocation, legal and reputational risks, missed opportunities for innovation and growth, and overall diminished organizational performance.

Jackson shared results of the interviews, which discussed the state of EDI in BC, desired outcomes, employees' role in outcomes, expectations of the EDI Coordinator, and barriers and challenges of that role. Respondents often mentioned a lack of focus and prioritization within the position, and the need to support the Coordinator. UPD recommended that the County prioritize organizational alignment and leadership engagement with EDI while waiting for the planned comprehensive EDI assessment. Survey respondents commented that EDI Coordinators often become isolated within the organization. National turnover in the role is about 60% and rising. Jackson discussed strategies for engaging leadership. Everybody, not just the EDI Coordinator, can lead the work when it is aligned with organizational goals.

Jackson recommended making the Coordinator the facilitator who collaborates with departments, shifting focus to organizational performance and change management. The Coordinator should be located within the Board of Commissioners Office and have authority to effectively support all departments. Every department should have a stake



in the work. Every department has improvement priorities in general and should examine service gaps and accessibility problems. Jackson detailed recommended steps for the County to take in the next year (see packet).

Augerot praised the results. EDI work should focus on core objectives to serve the community better, and should be integrated with regular work.

Malone and Wyse concurred. Wyse noted that leadership should watch for reasons why employees leave and resources are not effective.

Augerot emphasized access to services and decision-making, a sense of belonging, staff retention, and culturally appropriate services. The packet includes case studies of successful practices in other locales.

McGuire to share additional case studies with the Board and the Equity Committee.

## **9. New Business**

### **9.1 Discussion and Action: Stand By Me Oregon – Alicia Lucke, Oregon Cascades West Council of Governments (COG)**

Lucke described activities of the free Stand By Me (SBM) financial literacy program. Benton County provided seed funding for SBM. Since SBM started, COG has served over 105 clients. Given the number of Spanish-speaking applicants, COG prioritized outreach to Latinx people. Of SBM participants, 74% are female, and almost 25% are Latinx. COG is requesting \$4,000 in fiscal year 2024-25 from Benton County to fund the license for Coach Connect, a software tool that tracks client goals. SBM now has 13 community coaches, including ones from Kidco HeadStart, YoungRoots Oregon, the Mid-Willamette Valley Trans Support Network, and AmeriCorps. COG has offered over 56 financial workshops, which garner most SBM referrals. COG requested \$15,500 from the Ford Family Foundation. About half of the coaches are volunteers. In July 2024, an AmeriCorps VISTA grant will help SBM build capacity.

Malone requested a summary of program statistics comparing 2022-2024 data.

Lucke noted that many earlier clients remain with the program, choosing new goals.

Augerot requested information on unique clients and number of goals. SBM addresses foundational needs that help people avoid involvement with social service or law enforcement systems.

Lucke shared COG's goal is to take the program statewide, while ensuring this region is being served.

Wyse asked why most SBM clients are female.

Lucke noted that YoungRoots Oregon provides services for young parents, some of whom want to be coached separately. The Department of Human Services also refers more women.

Crager recommended that the motion specify one fiscal year to align with the County budget process.

**MOTION:** Malone moved to approve the allocation of \$4,000 to the Stand By Me project for Fiscal Year 2025-26. Wyse seconded the motion, which carried 3-0.

**9.2 Approval of the 2023-2025 Intergovernmental Agreement (IGA) #6522 Amendment #1 Between the State of Oregon and Benton County – Justin Carley, Benton County Sheriff’s Office**

Carley explained the County currently has an IGA with the Department of Corrections (DOC) for the 2023-25 biennium. House Bill (HB) 5204 will provide \$16 million in additional funding statewide. The DOC required an amendment to the current IGA in order for Benton County to receive about \$195,000. Allocation will begin July 1, 2024. Staff are still deciding how to use the funds. Community Corrections has staff capacity for the current workload, but funding for future biennia is not necessarily secure. One staff position is currently vacant. Responding to a question from Malone, Carley replied that these funds will support current operations, not new services. At the beginning of the biennium, Community Corrections statewide was not fully funded.

Augerot added this was also true of the last time study. Speaker Dan Rayfield was a major proponent of adding funds to statewide Community Corrections.

**MOTION:** Malone moved to approve the 2023-2025 IGA #6522 Amendment #1 between the State of Oregon and Benton County. Wyse seconded the motion, which carried 3-0.

**9.3 Coordinated Homeless Response Office (CHRO) – Intergovernmental Agreement (IGA) for the Leasing of City Properties – Rick Crager, Assistant County Administrator; April Holland, Health**

Crager explained this is part of ongoing efforts to address homelessness in the community. Last night, the Corvallis City Council approved purchase of the property at 620 Northwest Van Buren Avenue, Corvallis. The County will partner to provide services through the IGA.

Holland reported that the City Council approved Corvallis’s portion of the non-binding IGA. Corvallis will purchase the property and convert it from commercial to residential space. Through this IGA, the County agrees to use its House Bill 5019 and Oregon Housing funds and negotiate a Notice of Funding Opportunity for case management and street outreach for the flexible housing subsidy pool (FHSP) program. The IGA sets parameters for a more detailed master lease to come, including a rent structure. The property sale closes on June 25, 2024. Corvallis has upkeep funds and must complete repairs before occupancy.

Crager added that the County also received \$2.5 million from the Legislature to address housing and homelessness.

Holland explained that the IGA outlines the project strategy. Staff have begun work on plans and funding for street outreach and case management.

Malone requested more information on the County's ongoing costs.

Holland replied the intention in the IGA is to not allocate any General Funds from the City or County. Staff applied to Oregon Housing and Community Services for funding to support FHSP beyond 2027. Units are badly needed in this severely rent-burdened area. Some programs offer rental assistance funding. Even if there is less funding in future, having the units will benefit the community, and the County will assist so long as CHRO funding is sustained.

Crager confirmed. Homelessness is a significant priority investment by Governor Tina Kotek, so Crager expected many State funding opportunities. The project has no debt, providing the opportunity to reinvest in capital deferred maintenance, and the County can now partner with Corvallis on sending reimbursements back to the FHSP.

Augerot asked if these units would be used mostly for transitional housing, with staff working to find other, long-term housing for clients.

Holland confirmed. The term has not been defined yet. A Memorandum of Agreement will soon come before the Board about the efforts of affordable housing developers, property managers, and landlords to increase unit availability.

Augerot stressed the importance of transitional space. The Sheriff's Office has also indicated interest. Part of Benton's role is to combine various funding sources to keep the project viable.

Responding to a question from Malone, Holland replied that due to legislation on super-siting (an expedited process for placing emergency shelters), no zoning challenges were anticipated for this property. It will be several months before the building is available to residents.

**MOTION:** Malone moved to approve the City of Corvallis and Benton County IGA for the Leasing of City Properties as part of a Coordinated Homeless Response. Wyse seconded the motion, which carried 3-0.

#### **9.4 Amending Collection Franchise Agreement (CFA) – Vance Croney, County Counsel**

Counsel explained this request is to amend the CFA with Allied Waste services, the parent company of Coffin Butte Landfill operator Republic Services (RS). The 2021 CFA called for RS and the County to incorporate elements of the Corvallis Franchise Agreement and the Benton County Talks Trash process to make operations more robust and responsive, and to ensure that clients in unincorporated areas can access

the same RS services as city residents. The County has since embarked on the Sustainable Materials Management Plan (SMMP) process, which will identify ways to reduce or divert waste materials. Counsel recommended that the Board delay revisiting the CFA until the SMMP is in place. RS has agreed to extend the reopening date to July 1, 2027. The current CFA also calls for Benton County to realign the expiration date of its CFA to match that of Corvallis, which ends on December 31, 2034.

**MOTION:** Malone moved to execute the amendment to the Collection Franchise Agreement with Allied Waste Services of Corvallis. Wyse seconded the motion, which carried 3-0.

**10. Announcements**

No announcements were made.


**11. Other**

No other business was discussed.

**12. Adjournment**

Chair Augerot adjourned the meeting at 12:26 p.m.

  
Xanthippe Augerot, Chair

  
Erika Milo, Recorder

*\* NOTE: Items denoted with an asterisk do NOT have accompanying written materials in the meeting packet.*



BENTON  
COUNTY  
HISTORICAL  
SOCIETY

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Discover what's inside.





# A brief history of BCCHS



The Johnson Collections Center



The Corvallis Museum



# ONE ORGANIZATION, TWO MUSEUMS



CORVALLIS  
MUSEUM

PHILOMATH  
MUSEUM

Our mission:  
The Benton County Historical Society connects  
our community by preserving and sharing its  
diverse, evolving stories through history,  
culture, and art.

© Jeremy Bitterman / JSBA

Discover what's inside.

[bentoncountymuseums.org](http://bentoncountymuseums.org)

## The last three years

We achieve this through:

- Authenticity - We provide access to history and culture through well-documented collections, accurate interpretation, and reliable scholarship.
- Curiosity - We encourage curiosity about history and culture, within ourselves and our community, when sharing and exploring the relevance of the stories we tell.
- Cultural Humility - We respect diverse cultures and perspectives and continually challenge our biases by engaging in meaningful dialogue with others.
- Excellence - We strive to meet the highest professional standards through combining best practices and innovation in order to serve our community and engage at the deepest level.

Our vision:

We are a center of the community, fostering dialogue and ideas that catalyze an inclusive understanding of our past and culture, and consideration of the shared future we hope to create.



# Partnerships

When I arrived in August 2021:

3 full-time, 5 part-time staff

Executive Director, Curator of Exhibitions, Curator of Education

Now:

6 full-time, 3 part-time staff

Added/grew Curator of Collections, Director of Development,  
Operations Manager

Growth

Operations Budget \$453,684

Of that, payroll cost \$278,578 or 61.4%

We served 5,924 visitors at the Philomath Museum

Pre-COVID: Fiscal Year 2018/2019

Operations Budget \$959,349

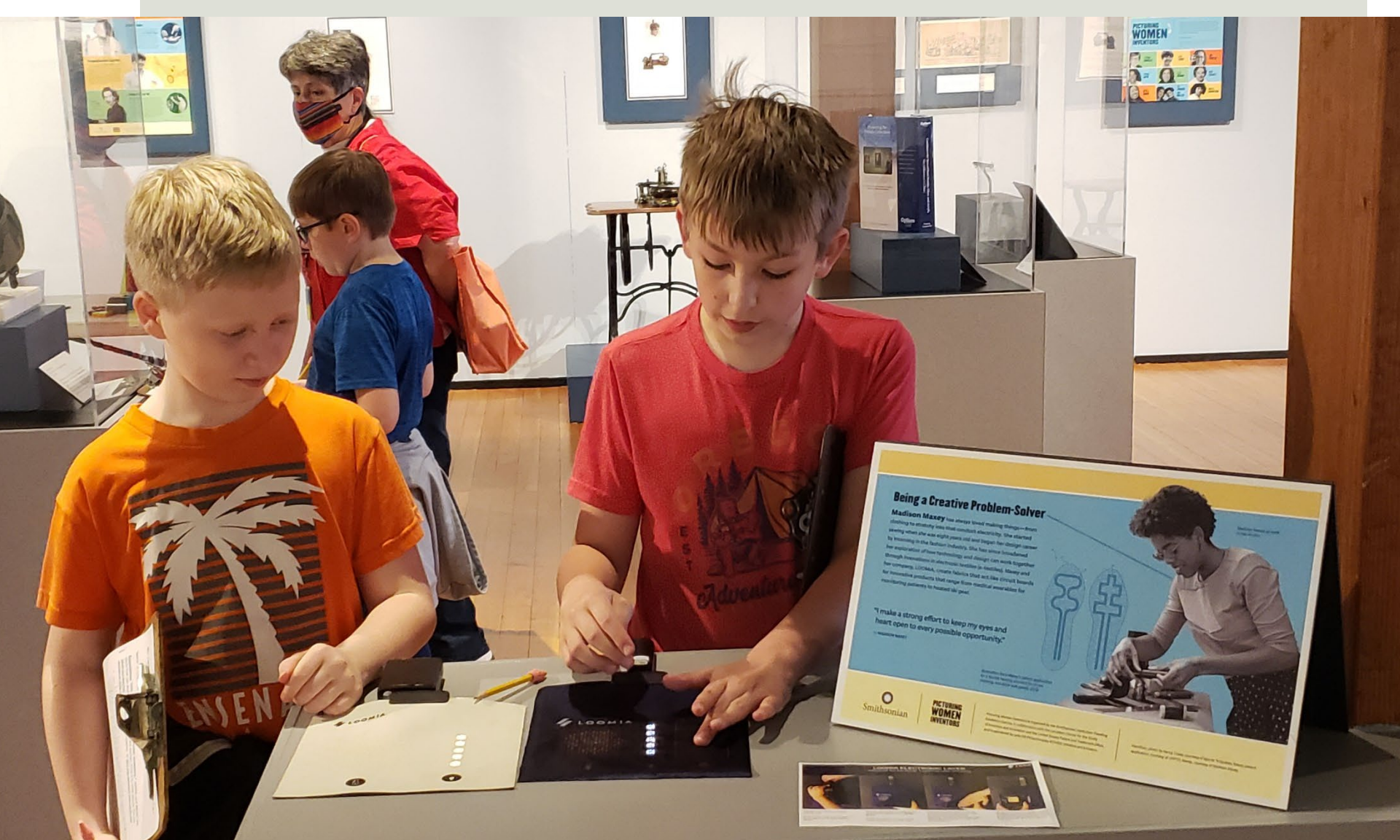
Of that, payroll cost \$563,392 or 58.73%

We served 14,007 visitors combined (and counting).

Fiscal Year 2023/2024



Activites and programs- at the Corvallis Museum



At the Philomath Museum





Johnson Collections Center Tours!

## Philomath Museum Master Plan

- Working with Portland Architect Peter Meijer
- Grant funding, individual donations, and anonymous match to help us raise the rest
- Community Conversations



Looking forward

New Exhibits at the Corvallis Museum

DEAI work

More programs at both museums

Continuing to build partnerships

Continuing community involvement- staff are currently involved with the following:

- Historic Courthouse Advisory Committee

- Fort Hoskins Interpretation Committee

- Downtown Corvallis Organization

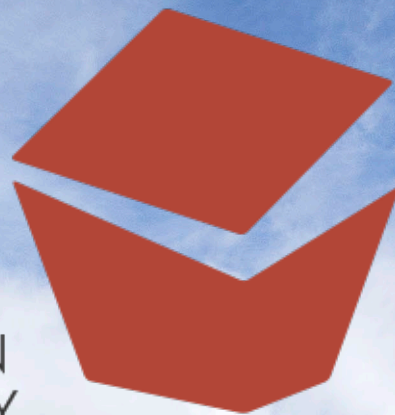
- Benton County Cultural Coalition

- Adair Living History (advisory role)

- Oregon Museum Association

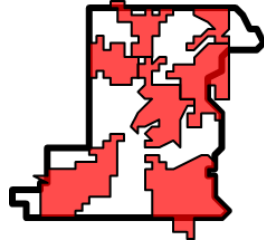
- Willamette Valley Museum Alliance

More upcoming projects/plans



BENTON  
COUNTY  
HISTORICAL  
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## Fire Department

400 NW Harrison Blvd  
Corvallis, OR 97330

(541) 766-6961

Fax (541) 766-6938

Email: [fire@corvallisoregon.gov](mailto:fire@corvallisoregon.gov)

June 4, 2024

Greetings commissioners. I'm sorry I couldn't give you this message in person. I'm currently out of town and unable to attend, as are both alternates on the Fire Defense Board.

I wanted to provide you with a brief update on behalf of the Benton County Fire Defense Board (BCFDB) as we head into the 2024 wildfire season. A lot of good work is being done in the many different Fire Departments and Fire Districts in Benton County to make our community safer. Of course, there is a lot of work ahead of us, but we are taking steps every day to improve the safety of those we serve and our service. Here are a few steps we have taken to make the community safer and improve our service:

- Conducting Annual Evacuation Exercises and Webinars
- Conducting tabletop exercises with public safety Partners Annually (June 6, 2024)
- Expanded Mutual Aid (MA) agreements with surrounding Counties.
  - Linn & Benton Counties MA signed
  - Benton & Lincoln Counties MA signed
  - Working on Benton & Polk and Benton & Lane MA agreements
- Up staffing during red flag days whenever possible
- Applying for staffing, fuels reduction, and apparatus grants through the Office of the Oregon State Fire Marshals Office.
  - Smaller Benton County agencies have received funding for additional staffing for fire the 2024 Fire Season
  - Corvallis Fire was awarded and received multiple fuels reduction grants through OSFM.
  - Corvallis Fire was awarded and is waiting for a new Type 6 wildland engine from OSFM in the latter part of fire season 2024.
  - Monroe Fire awarded, received, and has placed in service a new Type 3 wildland engine from OSFM.
- The BCFD is working with OSFM on Configuration Responses and Immediate Response deployments in and out of Benton County.
- Purchasing cutting-edge software for evacuations and notifications (City of Corvallis and CRFPD).
- Partnership between Benton County & the Corvallis Rural Fire Protection District for a new Oak Creek evacuation route.

As you can see, we are working hard to improve safety. We have a way to go but are committed to the task.

Thank you,

***Ben Janes***

**Fire Chief  
Corvallis Fire Department  
400 NW Harrison BLVD  
Corvallis, OR 97330  
(541)766-6931**

**Courage, Honor, Commitment and Teamwork**



# OREGON STATE FIRE MARSHAL

3991 FAIRVIEW INDUSTRIAL DR. SE • SALEM, OR 97302 • 503-378-3473

## County Commissioners/Courts Role in Unprotected Areas

Under ORS 476.330, the Board of County Commissioners or the County Court are the authority having jurisdiction in areas that are not protected by a structural fire agency. Areas that do not have structural fire protection, may at times, need to request state resources to aid the County in structural response. This document provides an overview of the County's responsibilities for structural protection and the process to request state resources.

### Types of State Resources Available

**Immediate response resources**— Structural protection resources that are deployed from nearby counties to supplement local resources. Immediate response resources will work under the command of the local Incident Commander.

**Conflagration resources** – Structural protection resources and a State Fire Marshal's incident management team (IMT) mobilized from across the state. The IMT will take command of the incident under a delegation of authority and manage the incident under guidelines established by the Board of County Commissioners. The structural protection resources will work under the command of the Office of State Fire Marshal's IMT.

### Oregon Fire Service Mobilization Plan

All state resources mobilized to an incident operate under the guidelines of the Oregon Fire Service Mobilization Plan. This plan embraces all the territory of the state of Oregon through the utilization of the duly organized firefighting forces of the state. The fire suppression resources include the county, city, and rural fire protection districts, as well as other resources available through area mutual aid agreements.

### Role in Requesting Resources

If it is determined that state resources should be requested, the Board of County Commissioners or the County Court is responsible for the following:

- Officially request resources from the State Fire Marshal through the County Fire Defense Board Chief and Regional Mobilization Coordinator.
- Participate in the Mobilization request phone call, if available.
- If the Conflagration Act is enacted, prepare and sign a delegation of authority with the incoming State Fire Marshal's incident management team (Delegations will be signed back over to the County at the end of the incident).
- Provide local support services per State Mobilization Plan.
- Attend incident in-briefing, planning and cooperators meetings, and exit briefing (may send delegate).
- Coordinate participation of non-emergency County resources (GIS, Public Works, etc.)
- Support EOC and Emergency Management
- Liaison with private fire service providers or other cooperators, if applicable.
- Work with command on issues related to mobilization, demobilization, etc.

### **Process to Request Resources**

If an area of structurally unprotected land is threatened, and there is a significant structural threat, the Board of County Commissioners (or delegate) or the County Court (or delegate) should discuss the need for state resources with the local Fire Defense Board Chief. If the Board of County Commissioners or County Court decides to request resources, the request should be made in conjunction with the Fire Defense Board Chief and OSFM's Regional Mobilization Coordinator.

Requests for resources should be made when a significant threat exists. Examples of those are:

- a) Life threatening situations (firefighter or public safety):
  1. Evacuations currently taking place
  2. Evacuations imminent
  3. Road, highway, or freeway closures
  
- b) Real property threatened. Consider:
  1. Number of structures, commercial and/or residences
  2. Number of subdivisions
  3. Population affected
  4. Historically significant cultural resources
  5. Natural resources, such as crops, grazing, timber, watershed
  6. Critical infrastructure, such as major power lines

The Fire Defense Board Chief should notify their Regional Mobilization Coordinator immediately to discuss the request. The Regional Mobilization Coordinator will assist the Board of County Commissioners or the County Court and County Fire Defense Board Chief through the request process.

Attachments:

Sample Delegation of Authority template



## DELEGATION OF AUTHORITY

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INCIDENT NAME

\_\_\_\_\_ is assigned as the Incident Commander (IC) for the \_\_\_\_\_ located within the legal jurisdiction of the following authority: \_\_\_\_\_. The IC will assume command of this incident at \_\_\_\_\_ hours on \_\_\_\_\_.

The IC is delegated full authority and responsibility for managing the activities listed below on these lands within the framework of law and the direction provided by the Oregon Office of State Fire Marshal and by the jurisdiction administrator or their designee.

The IC's primary responsibility is to organize and direct assigned resources for safe, efficient, and effective mitigation of this incident.

The IC is accountable to the State Fire Marshal and the jurisdiction administrator or their designee.

Specific direction for the \_\_\_\_\_ is as follows:

1. Provide for the safety and welfare of all assigned personnel.
2. Establish unified command with other agencies who have – or have been granted – authority as it relates to this incident.
3. Maintain interagency cooperation with all agencies participating in mitigation of this incident.
4. Document damage to structures and improvements caused by the incident by producing maps and photographs of damage caused by incident.
5. Document damage caused by incident resources, which should include photographic documentation.
6. Provide for situation reports to the affected jurisdiction(s).
7. Provide timely and accurate public information utilizing appropriate means such as public meetings, social media, and community outreach.
8. Design and implement a method for the immediate transfer of information related to the need for revision of evacuation levels. This method should also include a process for the jurisdiction(s) to notify the team of possible threats to structures.



9. Provide a process for release of this delegation and transfer of command back to the appropriate authority.

The jurisdiction administrator or their designee will:

1. Attend Cooperators Meetings and Planning Meetings.
2. Provide jurisdiction mapping products.
3. Provide appropriate available in-briefing documentation.

Authority Having Jurisdiction:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

In the event that I am not immediately available, my designated representatives will be:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

By my signature, I hereby delegate full authority and responsibility for providing incident management within the framework of law and the direction provided herein to the Oregon Office of State Fire Marshal (OSFM).

\_\_\_\_\_

\_\_\_\_\_

By my signature, I hereby accept the delegated authority as described herein.

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_