

## CSC Updates as of October 31, 2019

### DEPARTMENT FINANCIAL, PERSONNEL AND PROGRAM UPDATES

#### **Housing & Energy Services (H&ES)**

##### **Housing - Dina Eldridge, Manager**

- In the first quarter of FY20 (July thru Sept) CSC provided the following services to Linn County residents:
  - 40 Households, comprised of 118 people, received assistance to prevent an eviction (Homeless Prevention)
  - 7 Households, comprised of 11 people, who were homeless received assistance to get back into permanent housing (Rapid Re-housing)
  - 7 homeless Veterans received assistance from Supportive Services for Veteran Families
  - A total of 13 Linn County residents attended Rent Well
- CSC was awarded \$150,000 in shelter funds from OHCS to assist local winter shelters. Those who will be receiving assistance are CHANCE for the Lincoln City Warming Shelter, the Corvallis Men's Winter Shelter, Corvallis Room at the Inn (women's winter shelter), Safe Camp in Corvallis, the Sweet Home Extreme Temp Refuge shelter, and the Lebanon Warming Center. Funds will be used for operations, supplies, training, and staffing needs.
- The Continuum of Care is exploring the idea of using an app developed to assist with the annual Point in Time Count of the homeless. Volunteer counters will be able to access the PIT questions via a smart phone or tablet and the surveys can be submitted directly to HUD, eliminating hours of staff time spent entering the data into our HMIS system. Even if the volunteer does not have Wi-Fi access where they are surveying, the questionnaire can be saved and uploaded later when they get back into Wi-Fi range. This should save time and allows us to geo map the locations of those surveyed. The ROCC is looking into the costs and seeing if the state can help pay for this. The annual Point in Time Count will be held Wednesday, January 29, 2020.
- The Albany Summit on Homelessness will be held Wednesday, November 6 at the main Albany Public Library. The theme this year is Staying Housed—How to Avoid Eviction. Presenters include CSC, Legal Aid and the Housing Authority. The event begins at 5:00 pm with a free meal of pizza and salad. The presentations begin at 5:30 pm. The event is sponsored by HEART and CSC. The public is welcome to attend.

## **Energy**

### **Weatherization (WX) – Joe Collett, Manager**

- New radon testing procedures have been implemented which include digital and laboratory testing.
- WX was able to utilize unspent DOE (Department of Energy) funding from other agencies and assist the State in expending those dollars by fiscal close.
- WX has the opportunity to collect unspent BPA (Bonneville Power Administration) funding from other agencies.
- WX has completed our move to our new facility located at 1981 Fescue Street SE. We will return to a regular schedule after November 1.

### **Energy Assistance (EA) – Connie Johnson, Supervisor**

- Energy Assistance sent out 2234 mail out applications to Linn county residents that are seniors or disabled households. The mail outs are due back to CSC by November 15. We will still accept them after that but we expect the bulk to come in over the next couple weeks.
- Once the federal funds are received will be able to process applications for customers who do not have PPL or NWG.
- We are now fully staffed for the Energy season and have started training the new seasonal staff.
- The returning seasonal staff are processing the senior mail outs for PPL and NWG customers.

### **Linn Benton Food Share (LBFS) - Ryan McCambridge, Director**

- Magic Barrel: a Reading to Fight Hunger event in Corvallis raised over \$18,000 and counting (pledges are still being collected)
- Volunteers from HP Finance department, Willamette Community Bank in addition to our regular open house and Commodity Supplemental Food Program (CSFP) repack troop contributed over 200 hours of their time in October.
- 350 caseload for CSFP clients (70% Linn County residents) still at maximum. A waiting list of about 15 seniors is currently in effect. CSFP is a senior nutrition program providing once-per-month food boxes to income qualified seniors 60 years old and older. Funded by USDA. Income qualification is 130 % of federal poverty guidelines.
- Gearing up for Thanksgiving and general holiday season. Majority of donations to LBFS will be received in the next 4 months.
- Last of the fall harvest, pumpkin/squash and gourd gleans have provided over 3000 pounds in the last week of October.

### **Workforce & Education (W&E) – Youth, YouthBuild, Adult & Dislocated Workers – Sharee Cooper and Sean Larsen, Operations Managers**

- WIOA Adult/Dislocated Workers
  - Received notification that we will be receiving some state General Fund dollars, WWP will modify our existing contract to exchange those for previously contracted federal dollars. This is beneficial for us because it may be possible to use these state dollars for match in the STEP program.

- In Linn County, our new WIOA specialized services program is up and running. We have been doing outreach work with two shelters in Albany as well as working with DHS clients to help them navigate services in WorkSource.
- STEP (A career development program for SNAP recipients.) - We began hiring & training staff to launch the STEP program. We are working with DHS at the state to get everything we need to be able to start this program.
- JOBS - Working on ways to streamline services in the housing stabilization component as the need for services far exceeds our contracted capacity. We are developing ways to work with some families in groups. We are also working on setting up our new data system Apricot to help with increasingly onerous reporting requirements.
- YouthBuild - Finished moving W&E out of the Ferry street location. Started our school year OYCC grant. Have taken the participants on field trips to LBCC, the Truck Driving School, and several businesses.
- Training – An Independent Living Program (ILP) staff person and a manager attended the Trauma Informed Oregon Conference and continue to work on ways to make our services and our agency more trauma informed.
- Contracted with EMPATH to provide onsite Mobility Mentoring Essentials training for 30 staff (primarily in the STEP program) and Intergen training for those staff who are working in the pilot program.
- Oregon Youth Development Council – W&E received notification that our expanded proposal was selected for funding. Working with the grant manager to launch the new program cycle.



## OFFICE OF THE COUNTY ATTORNEY FOR LINN COUNTY

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LEGAL ADMINISTRATIVE  
ASSISTANT

Dawna L. Steele  
[dstele@co.linn.or.us](mailto:dstele@co.linn.or.us)

TO: Board of Commissioners  
FROM: Gene Karandy, Linn County Attorney  
DATE: November 5, 2019  
RE: 2019-358

Resolution & Order 2019-358: Annexation Petition for Annexation of a single parcel of property to the Scio Rural Fire Protection District, filed by Jeremy and Callista Toews.

Financial Impact: NA

Staff Recommendation: Approve



# LINN COUNTY SHERIFF'S OFFICE

**Jim Yon, Sheriff**

1115 S.E. Jackson Street, Albany, OR 97322

Phone: 541-967-3950

[www.linnsheriff.org](http://www.linnsheriff.org)

## MEMORANDUM

To: Linn County Board of Commissioners

From: Lieutenant Jeff Schrader

Date: October 29<sup>th</sup>, 2019

Re: Linn County Sheriff's Office Tow Contract

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The Linn County Sheriff's Office has a need to tow vehicles from virtually all locations within Linn County. This contract would be a renewal of the original 2009 tow contract approved by the Linn County Board of Commissioners. Some of our requested tows are complicated requiring special equipment and at times our tow requests are emergent or even evidentiary. Having a tow contract gives exclusivity to tow companies in specific areas within Linn County. A tow contract is beneficial to the Sheriff's Office because it gives us priority when requesting tows as well as the most efficient service for that area. The tow company benefits because the competition for tows is limited by the contract, and the public benefits because they get better service.



# LINN COUNTY JUVENILE DEPARTMENT

104 4<sup>th</sup> SW, Room 200 / PO Box 100

Albany OR 97321

Phone: 541-967-3853 Fax: 541-967-4268



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## Resolution and Order 2019-359

### **An Intergovernmental Agreement between the Oregon Youth Authority and Linn County and Delegating Authority to Execute Originals.**

**Contract Amount \$22,019.00 for the 2019-2021 Biennium**

Individualized Service dollars are provided to Linn County to assist with addressing barriers for youth in our community when other funding streams from the State will not cover them. Monies are intended to help to keep youth from going to a youth correctional facility. Monies are used to pay for things like counseling services, clothing, treatment and educational groups.

**Torri Lynn**  
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**LINN COUNTY GENERAL SERVICES**

330 Third Avenue SW Albany, Oregon 97321

Phone: (541) 967-3880 Fax: (541) 928-3517

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**RUSSELL WILLIAMS**

Director

Date: November 5, 2019

To: Board of Commissioners

RE: Resolution & Order #2019-361 – Personal Services Contract between Linn County and Umpqua Roofing

The bid protest period has ended, therefore Russ Williams with General Services will appear with R&O #2019-361. The R&O requests the Board of Commissioners sign the contract between Linn County and Umpqua Roofing Company to re-roof the Washington Street Mental Health Building. The contract amount is \$188,790.00. The contract includes the Invitation to Bid #19-05, dated September, 2019 and Addendum #1, dated 9/30/19.

The work will be completed by June 30, 2020.

The Linn County Attorney's Office created the contract which is now before the Board for signatures. General Services appreciates your commitment to maintain and preserve the Washington St. Building.

**AGENDA ITEMS  
FOR  
LINN COUNTY BOARD OF COMMISSIONERS' MEETING**

**This document must be completed for each agenda item submitted for consideration by the Board of Commissioners. (See Linn County Policy 11)**

**Suggested Agenda Date(s):** 11/5/19  
**Office/Dept. Submitting:** County Atty      **Phone:** 3840  
**Staff Person:** Jodi Galloway  
**Person Attending Board Meeting (Required):** Jodi  
**Person(s) Who Should Receive Signed Documents After Approval:**  
Ralph Wyatt (WA)

- |  |  |
|--|--|
| <b>Type of Document:</b>                       | <input type="checkbox"/> Discussion Only             |
| <input type="checkbox"/> Order                 |  |
| <input checked="" type="checkbox"/> Resolution | <b>Executive Session:</b>                            |
| <input type="checkbox"/> Contract or Amendment | <input type="checkbox"/> Litigation (Pending/Likely) |
| <input type="checkbox"/> Ordinance             | <input type="checkbox"/> Real Property Transaction   |
| <input type="checkbox"/> Permit                | <input type="checkbox"/> Labor Negotiations          |

**Title of Agenda Item:** Approval of Amendments to Policy 20 ~ Personnel Policy Manual  
**Action Requested:**  
Approve Amendment to Policy 20 required under Equal Pay Act + housekeeping items.

**Reviewed by (signature and date required):**

**Elected Official/Dept Head:** \_\_\_\_\_  
**Board of Commissioners Office:** \_\_\_\_\_  
**Budget Office (if applicable):** \_\_\_\_\_  
**County Counsel:** \_\_\_\_\_      **Order No:** \_\_\_\_\_  
**Admin. Officer:** \_\_\_\_\_

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**Office/Dept. Submitting:** City Atty **Phone:** 3340  
**Staff Person:** Jodi Goldberg  
**Person Attending Board Meeting (Required):** Jodi  
**Person(s) Who Should Receive Signed Documents After Approval:**  
Ralph Wyatt (WA)

- |  |  |
|--|--|
| <b>Type of Document:</b>                       | <input type="checkbox"/> Discussion Only             |
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| <input checked="" type="checkbox"/> Resolution | <b>Executive Session:</b>                            |
| <input type="checkbox"/> Contract or Amendment | <input type="checkbox"/> Litigation (Pending/Likely) |
| <input type="checkbox"/> Ordinance             | <input type="checkbox"/> Real Property Transaction   |
| <input type="checkbox"/> Permit                | <input type="checkbox"/> Labor Negotiations          |

**Title of Agenda Item:** Approval of Amendments to Policy 35 - Record Request Costs Policy

**Action Requested:** Approve amendments to Policy 35 required under 2017's SB 491 Housekeeping items.

**Reviewed by (signature and date required):**

**Elected Official/Dept Head:** \_\_\_\_\_  
**Board of Commissioners Office:** \_\_\_\_\_  
**Budget Office (if applicable):** \_\_\_\_\_  
**County Counsel:** \_\_\_\_\_ **Order No:** \_\_\_\_\_  
**Admin. Officer:** \_\_\_\_\_