

Board of Commissioners Work Session Minutes
March 21, 2018
Port of Morrow Riverfront Center
Boardman, Oregon

Present

Chair Don Russell

Commissioner Jim Doherty

Commissioner Melissa Lindsay

Darrell Green, Administrator

Karen Wolff, Human Resources Director

Richard Tovey, County Counsel

Kate Knop, Finance Director

Roberta Lutcher, Executive Assistant

Call to Order: 11:04 a.m.

Human Resources and Finance Department Restructure

Darrell Green, Administrator

Karen Wolff, Human Resources Director

Kate Knop, Finance Director

Mr. Green provided an update to the Board on the proposal to bring the Human Resources Department (HR) and Finance Department (FD) closer together, physically, and to realign duties in both departments so they make better sense, both to internal and external customers. Mr. Green discussed several ideas to rearrange office space in the lower level of the Bartholomew Building but said he will wait to hear Crow Engineering's analysis for efficient use of that area.

Ms. Wolff expressed some concern at the use of the term "Administrative Services" and asked if a new department would be created.

Ms. Knop said HR and FD would remain individual departments, however, the HR budget would be combined with the FD budget and renamed Administrative Services. She went on to say the ultimate goal is to have Administrative Services and Internal Services with internal service charges, possibly based on square footage or usage. This would enable the County to better understand total costs instead of having them within multiple budgets, she said.

The Commissioners said they were supportive of the restructure idea and appreciated the update.

Review Crow Engineering's Irrigon Facility Plans – Planning Department

Carla McLane, Planning Director

Ms. McLane reviewed Crow Engineering's first draft of the proposed facility in Irrigon and, in greater detail, discussed the Planning Department section. She commented on what she liked and didn't, and presented a rough layout illustrating her vision for the Planning Department.

Adjourned: 12:15 p.m.