



NORCOR

CORRECTIONS FACILITIES

Wasco-Gilliam-Hood River-Sherman
201 Webber Street
The Dalles, OR 97058
541-298-1576
Fax 541-298-1082



NORCOR Board Meeting

September 21, 2023

Preliminary Business – The NORCOR Board meeting was held as a hybrid meeting offered on two platforms; by ZOOM and in person at the NORCOR Juvenile Detention Facility at 211 Webber Street, The Dalles, OR.

Board Members – Board Chair- Commissioner Scott Hege (Wasco), Joe Dabulskis (Sherman), Secretary/Treasurer- Commissioner Pat Shannon (Gilliam).

Oversite Committee – Sheriff Brad Lohrey and Juvenile Director Molly Rogers.

Other Attendees – Nichole Biechler, Joyce Orendorff, Daniel White, John Miller, Amber DeGrange, Dale Whipple, Barb Harris, Rebeccah Beitel, Katrina McAlexander, Tim Schechtel, Bill Boyden, Gretchen Kimsey, Corliss March, Red Stevens.

1.0 Call to Order – The meeting was called to order at 10:02 a.m. by Board Chair Scott Hege.

1.1 Welcome and Introductions.

1.2 Quorum determined.

1.3 Consent Agenda — Joe Dabulskis made a motion to accept the consent agenda, his motion was seconded by Pat Shannon.

1.3.1 Minutes – Board Meeting June 15, 2023

1.3.2 Minutes – Board Meeting July 20, 2023

2.0 Public Comment – There was no public comment.

3.0 Coalition Update – Coalition member Tim Schechtel shared a recap of multiple meetings held since August 10th. The topics of discussion have been strategies for improved public relations, sharing NORCOR's position on things going on in the community, book & releases

and impact of Senate Bill 48. They would like to share all the positive things happening at NORCOR. Their mission is to become more informed and be more plugged in and assist when needed. The next meeting is scheduled in October with the NORCOR medical staff. A signed copy of the new charter was signed and granted to the NORCOR Coalition team.



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4.0 Business Manager Updates – Dale Whipple gave a breakdown and overview of the budget since June.

4.1 Financial

4.1.1 July Financial Statements

4.1.2 Financial Operations Procedural Guide – Business Manager Nichole Biechler shared that they are working on a Financial Operations Procedural Guide.

Chair Hege requested that new changes be discussed at next meeting, and also should be overseen by the NORCOR attorney.

4.2 Paid Leave Oregon Policy – The NORCOR Medical leave policy has been updated and is being reviewed by legal.

4.3 Upcoming training – The majority of the Management team will be out for training the first week of October. New hire Brenda Garcia-Lua will be coming on October 7th as the new Accounting Specialist.

5.0 Finance Update –

5.1 Audit Update – Dale shared they are still working on the 2021-2022 audit. The auditors are willing to put in some extra time to get it completed before December. They require a 6 week break between audits.

5.2 Resolutions

5.2.1 Resolution No. 23-002 – Adjustment for facility equipment. Joe Dabulskis made a motion to accept the resolution seconded by Pat Shannon. There was no discussion. All parties were in favor.

5.2.2 Juvenile Resolution No. 23-003 – Adjustment in the budget that includes the OYA grant award. Joe Dabulskis made a motion to adopt the resolution, his motion was seconded by Pat Shannon.



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6.0 Executive Session – There was no executive session.

7.0 Scheduling of Next Meeting: October 19, 2023

Respectfully submitted by:

Rebeccah Beitel
NORCOR Admin Assistant

9/24/23

Date

Commissioner Scott Hege
NORCOR Board Chair

Date