



NORCOR

CORRECTIONS FACILITIES

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



NORCOR

NORCOR Budget Meeting Minutes

May 21st, 2020 9:00 a.m.

Preliminary Business: To support the Governor's Executive order for social distancing, the NORCOR Budget meeting was held by video conference only.

Budget Committee Members: Steve Kaseberg- Sherman County Representative; Deirdre Kaseberger-Hood River Representative; Teresa Hepker- Wasco County Representative.

Board Members: Amber DeGrange- Sherman County Juvenile Director (Budget Committee Chair), Bob Benton- Hood River County Commissioner, Tom McCoy- Sherman County Commissioner, Sherrie Wilkins- Gilliam County Commissioner, Gary Bettencourt- Gilliam County Sheriff (Alternate for Wasco County Sheriff)

Oversight: Sheriff overseeing Adult Corrections Facility: Brad Lohrey- Sherman County Sheriff.
Juvenile Director Overseeing Detention Facility: Molly Rogers- Wasco County Youth Services Director,
Jail Commander Dan Lindhorst, Juvenile Detention Manager Jeff Justesen

Others attending via phone and video: Robbie Johnson- Hood River County Juvenile Director, Amy Nation- Gilliam County Juvenile Director, Joyce Orendorff, Bill Boyden, Dale Whipple, Kathleen Green, Jennifer Coleman, Rebekah Beitel, Mel Brown, and Connie Krummrich.

May 21st 2020 at 9:08 a.m. The NORCOR Budget meeting was called to order by Budget Committee Chair Amber DeGrange.

Quorum determined.

Amber DeGrange recommended continuing on with the budget changes which were discussed in the last meeting. Molly Rogers opened discussion with reference to the Budget packet, she stated they are still operating from the perspective of the board principles, even with changes made to this budget; they continued using those as their guiding framework. The budget reflects a beginning fund balance of \$700,000.00, the amendments made will continue to maintain core services, and have an ending fund balance for the fiscal year move forward. At the last meeting, the Budget Committee requested budget adjustments which would include a cost of living for non-represented employees, new phone system and the unanticipated increase in insurance. In order to do that we increased revenue in the US Marshal Contract by 2.8 (average daily population) to just under 3 beds, yearly average to bring us to the \$105,000.00 needed to balance this budget.



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Sheriff Lohrey explained that after reviewing the US Marshall contract data and having conversations, he and Jail Commander Dan Lindhorst decided that by increasing the US Marshall beds to three (3), they felt very confident that the US Marshall numbers will remain steady even through COVID-19 pandemic and throughout this budget year.

Molly Rogers presented adjustments to the cost of living and referred to the packet totals. Adult division; the total increase cost and benefits \$19,416.00, Administrative Division is \$13,495.00, Juvenile Division is \$8,259.00- so total increase in personnel is \$41,170.00. Materials and services-we received a rough estimate from insurance following the initial posting of the budget, an increase of \$20,000.00. At the request of the budget committee, capital improvement for the phone system of an estimate of \$44,500.00 is included in the current proposed budget. That brings the total increase in expenditures up to \$105,720.00, slight modification to adjust the budget to balance the remaining \$720.00. Those were the changes you received in the amended budget that was sent out to the budget committee and posted on the website. Molly Rogers stated that she had emailed a packet to everyone and an option for a motion to approve or a motion to approve with changes if anyone was interested.

Bob Benton thanked the management team; he also stated he is definitely more comfortable with the new additions. He inquired how the expenses for the current fiscal year are being impacted due to COVID-19. Bob also inquired about other opportunity for reimbursements, for example SAIF. He inquired if we are assuming that at the end of the year that we will be pretty close to what we budgeted for the current fiscal year.

Molly Rogers responded that we are confident that we are not exceeding expenditures in the areas of overtime and additional staff time due to COVID-19. That could change on a dime; however staff members have done an amazing job of protecting themselves as well as the adults and youth in custody. Dan and Jeff have been diligent in documenting COVID-19 expenses, so when there is an opportunity for reimbursement we will have access to that. We have been pre-approved by SAIF for up to \$6500.00 in reimbursement for COVID-19 related items such as cleaning supplies, masks, gloves and those types of things. Both the adult management and juvenile management have kept diligently managed expenses.

Sheriff Lohrey stated that on the adult side we have experienced no increase in costs due to Covid 19., Potentially in the next budget season we will have to work through the workflow issue of an increase in people who have been delayed incoming to jail to be booked. We are confident we can work within this budget. We have approximately 200 people that have been cited and released and have not come to jail, that is the best estimated numbers for today, by the end of next month there will probably be around 400 waiting to be processed here at NORCOR, but again we believe that with this budget and a plan he and Dan Lindhorst are coming up with, we will be able to manage it.



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Amber DeGrange asked if any of the 200-400 coming back are due to court delay, or if they are waiting to serve sentences? Are they local people or are they people that will bring in additional money? Sheriff Lohrey responded that they are folks that committed a crime, could be local or from out of the area, but they are people that will be sentenced by our courts. They will not bring more money with them beyond what the counties already pay. They are folks that may have received a DUI, as an example, and instead of coming to jail they were given a ticket and a court date to appear and must go through the court process.

Amber DeGrange inquired if Benton County has delayed sending adults in custody that could potentially return and generate more revenue. Sheriff Lohrey responded that we budgeted for 22 because that is what we are guaranteed. They are sending roughly 13-14 average right now; they are below the 22 however they still pay for 22.

Bob Benton inquired about what Benton Counties long term intentions are, if they are still interested in maintaining the 22 bed level. Sheriff Lohrey answered that it is guaranteed for another 3 years at the 22 level. Sheriff Lohrey responded that we have not had any discussions with Benton County whether they want more beds or not. They have not requested to reduce the 22. It could potentially increase, however they have not requested to do that.

Steve Kaseberg- He thought he remembered in the first budget meeting Sheriff Lohrey mentioning that the cost for insurance expense would be lower because of the great job of management, but he sees a \$20,000 increase and was curious why. Molly Rogers responded that this is a different type of insurance; the \$20,000 is general liability insurance. SAIF (Worker's Compensation) insurance went down, however general liability insurance went up.

Tom McCoy wanted to verify that if revenues and expenditures come in as predicted and we don't use any of our contingency reserves, we will end the next fiscal year with a \$700,000.00 ending fund. Molly Rogers affirmed his inquiry.

Amber DeGrange opened the floor for public testimony.

Molly stated that she had checked with Jail Commander Dan Lindhorst prior to the meeting to confirm there were no emails sent to the Management Team nor to the general inquiry email at NORCOR. There may have been questions from the general public, but none that wanted or needed to be put on the record.

There was no public testimony.

Bob Benton made a motion "that the NORCOR Budget Committee approves the 2019/2020 fiscal year budget as presented in the amount of \$9,447,488.00 to be presented to the NORCOR Board of Directors June 18th, 2020 regular Board meeting and Budget Public hearing"



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Motion seconded by Tom McCoy, with the clarification that Bob was referring to the 2020-2021 fiscal year. Bob Benton concurred the motion was in relation to the 2020-2021 year.

Chair Degrange, called for the vote.

It was voted and unanimously passed with the recommendation for adoption by the Board of Directors at the next public hearing June 18th 2020.

Molly Rogers shared that the Management Team would like to express their appreciation to the Board Members and Budget Committee for their patience on video conferencing and for all their input.

Amber DeGrange echoed that and expressed her appreciation for the work that the Management Team has done on developing a budget.

Meeting adjourned.

9-22-2020

Date

Bob Benton, NORCOR Board Chair

Date

Rebecca Beitl, NORCOR

Respectfully submitted,
Rebecca Beitl
NORCOR