



NORCOR

CORRECTIONS FACILITIES

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NORCOR

Board of Directors

Minutes of the Board Meeting

April 18, 2019

1.0 PRELIMINARY BUSINESS:

PRESENT: Board Members: Bob Benton- Hood River County Commissioner, NORCOR Board Chairman; Kathy Schwartz- Wasco County Commissioner, NORCOR Board Vice-Chair; Lane Magill- Wasco County Sheriff, NORCOR Board Secretary; Sherrie Wilkins- Gilliam County Commissioner; Tom McCoy- Sherman County Commissioner; Amber DeGrange- Sherman County Juvenile Director
Oversight: Juvenile Director Overseeing Detention Facility: Molly Rogers- *Wasco County Youth Services Director*; Sheriff Overseeing Corrections Facility: Brad Lohrey- *Sherman County Sheriff*

Quorum was determined and the Board Meeting was called to order on April 18, 2019 @ 9:00 AM by Bob Benton, Chairman. No conflicts of interest were determined. There were no additions to the agenda.

Lane Magill made a motion to accept the minutes from the February 28, 2019 and March 21, 2019 Board Meetings, with the adjustment of removing Sherman County (which was listed as voting twice on page one of the February 28, 2019 minutes). Tom McCoy seconded the motion.

Vote: The motion passed with unanimous approval.

2.0 BUSINESS ITEMS:

- ***2.1 Financial Audit Final Report – Tara Kamp, Audit Partner at Pauly, Rogers, and Co., P.C.***

Tara Kamp presented the corrected 17/18 FY Audit to the Board. Tara pointed out that there was a reissuance of the financial statement, which is a rare occurrence. Errors were initially noted showing budget over expenditures; once those corrections were made there were no budget over expenditures. This is an unmodified opinion which is a clean opinion and a very good audit report.

- ***2.2 Insurance Presentation – Mike Courtney, CIS- The Stratton Agency***

Mike Courtney presented the information that most jails represented will have a 40% increase in their insurance rates; CIS has set NORCOR at a 25% increase because of their low claims. Workers Comp is going to .66 experience rating which is exceptional.

Discussion of an IGA with the four Counties was tabled until the next Board Meeting because of time constraints.

- **2.3 Update and recommendation of contracts – Dan Lindhorst**

- *Insitu Lease Contract*- Dan Lindhorst presented the proposed Insitu Lease Contract which is requesting forgiveness of the 2% increase the first year then a 2% increase the second year with an extension option beyond that year. Bob Benton asked if there was an estimate of the value of repairs the company has completed on the building. He stated that he would like to have this contract review put on a future board meeting agenda. Lane Magill made a motion to move forward with the finalization of the Insitu contract. Kathy Swartz seconded the motion.

Vote: The motion passed with unanimous approval.

- *Summit Food Service Contract*- Dan Lindhorst presented that the current Summit Food Service Contract is 1.13 per meal and they are purposing an increase \$1.582 per meal. Dan stated he did a survey of other jails within the state and the average cost of meals in this state is \$1.65 per meal. The language in this contract still needed to be finalized but the management team requested an acknowledgment of whether the Board desired to continue the contract process or not. Jeff Justesen stated that he also had a conversation with some of the Detention facilities and found that the rate that Summit is purposing is actually quite a lot higher what other Detention facilities are paying. One contributing factor is that some of those food service facilities receive the Federal School Lunch money directly, where as NORCOR is getting that money, not the food vendor. The cost for Juvenile Detention meals would go from the current rate of \$2.08 per meal to \$3.09 per meal. Kathy Schwartz inquired about the youth complaining about the quantity of food. Jeff Justesen answered that the calorie count is about 3000 per day. Some youth say they are hungry, but some of those same kids are throwing away food, because they do not eat fresh fruit or vegetables. It was clarified that the amount in the budget is reflective of the purposed amount from Summit. Bob Benton stated the need to address the contract renewals sooner so that the Board is not stuck in this timing constraint issue. Lane Magill made a motion that the Board approve the leadership team moving forward in the Food Service Contract negotiations and trigger the extension of the current contract for another year pending approval from Legal Counsel. Sherrie Wilkins seconded the motion.

Vote: Motion passed, with Lane Magill, Sherrie Wilkin, Bob Benton, and Tom McCoy voting for the motion. Kathy Swartz opposed.

Molly Rogers suggested that management come up with a calendar of contracts showing expiration dates.

- **2.4 Message to the Budget Committee from the Board**

Molly stated that the Leadership Team had met and is asking for the Board to give clear direction to the Budget Committee. Bob Benton stated that the Board of NORCOR cannot direct the Budget Committee in any way. Juli Twidwell stated that one of the Budget Committee members had noted that they would like something from the board regarding the structure of the budget. Bob Benton stated that his message to the board would be that we are tight on resources and to be efficient as possible; be diligent and end up with something that NORCOR can live with. Bob stated that he did initially have frustration with how the budget was presented, but none of the other members had an issue so he got over it.

Bob Benton stated that there was not enough time to get through the rest of the agenda and asked to set up a Board Meeting in the next month to complete the agenda, which did not get addressed at this meeting.

3.0 REPORTS AND DISCUSSION – ACTION THAT MAY BE REQUIRED:

- ***3.1 Executive Session –***

The Board adjourned into Executive Session pursuant to ORS 192.660(2)(h) Legal at 9:50 AM.

- ***3.2 Return from Executive Session –***

The Board returned from Executive Session at 10:05 AM.

- ***3.3 Action Resulting from Executive Session –***

Bob Benton made a motion to authorize Sussman Shank, LLP to give notice of cross appeal to the court regarding the case of Stovall and others vs. NORCOR. Tom McCoy seconded motion.

Vote: The motion passed with unanimous approval.

4.0 Adjournment:

4.1 Adjournment: The meeting was adjourned at 10:07 AM.

Date

Bob Benton, NORCOR Board Chair

Date

Beth Anderson, NORCOR

Respectfully submitted,
Beth Anderson, NORCOR