



NORCOR CORRECTIONS FACILITIES

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NORCOR Board of Directors Minutes of the Board Meeting July 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; Tom McCoy- Sherman County Commissioner; Sherrie Wilkins – Gilliam 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 July 18, 2019 @ 10:00 AM by Bob Benton, Chairman. No conflicts of interest were determined. There was one addition to the agenda "add public meeting processes".

Tom McCoy made a motion to accept the minutes from the June 20, 2019 Board Meeting, with the correction of "roll to role". Lane Magill seconded the motion.

Vote: The motion passed with unanimous approval.

- **1.6 public comment on scheduled items** – No public comment

2.0 OLD BUSINESS ITEMS:

- **2.2 - Public Meeting Process** - Kathy Schwartz stated that a citizen had contacted her regarding the staff doing due diligence in posting the board packet on the web site and follow the public meeting laws. There was also a question regarding the defining of legal counsel's role. Molly Rogers stated that it has not been defined other than through a contract to provide services. It was agreed that the board would like the board packets posted on the web site and emailed to them on the Monday preceding the board meeting.
- **2.3 Review of Interim Policy** – Addressed after Executive Session
- **2.4 Status of Bylaws** - The board started working on article II of the "restated" bylaws that was sent out by legal counsel. It was decided that the management would bring back a draft for the board to review of this section and work on section III , IV and V at the next regular scheduled board meeting. (See attached draft)

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3.0 NEW BUSINESS ITEMS:

- **3.1 Contract Index** - Dan Lindhorst presented the board a listing of contracts by dates of expiration or review/renewal, and amounts if applicable. Jeff Justesen stated that they had discussed separating the contracts by whether they reflect revenue or expenditure, also allowing space for comments/description. Dan and Jeff will work on the document with these changes.
- **3.2 Set Date for Work Session** - The board set the Work Session for October 24, 2019 from 1:00 PM to 4:00 PM in the Juvenile Detention Conference Room. The October 17, 2019 regular scheduled board meeting will be canceled in lieu of the Work Session Meeting.

4.0 REPORTS AND DISCUSSION - TOPICS NOT PREVIOUSLY CVOCERED IN AGENDA ITEMS

- **4.1 Next Board Meeting - August 15, 2019 @ 10:00 AM Juvenile Conference Room**

5.0 EXECUTIVE SESSION:ORS 192.660(2)(a) Personnel ORS 192 (2)(b) Labor Negotiations

- Executive session at 11:10 AM. Board returned from executive session 12:10 PM.
- Return to regular session - action required from executive session - Kathy Schwartz made a motion to approve the job description for the position of Administrative Juvenile Director, Sherrie Wilkins seconded the motion.

Vote: The motion passed with unanimous approval

Bob Benton recommended the board extend a conditional job offer of employment to Molly Rogers, Wasco County Juvenile Director for the NORCOR Administrative Juvenile Director. This offer would expire at the end of the 19/20 Fiscal Year or when this position is no longer needed. Tom McCoy made the motion as recommended, motion seconded by Kathy Schwartz.

Vote: The motion passed with unanimous approval

6.0 ADJOURNMENT

4.1 Adjournment: The meeting was adjourned at 12:20 PM

Date

Bob Benton, NORCOR Board Chair

Date

Juli Twidwell, NORCOR

Respectfully submitted,
Juli Twidwell, NORCOR