



NORCOR

CORRECTIONS FACILITIES

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



NORCOR

Board of Directors

Minutes of the Board Meeting

October 24, 2019

1.0 Preliminary Business:

Present: **Board Memebers:** 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 Commissiner; Sherrie Wilkins – Gilliam County Commissioner; Amber DeGrandge – 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*

1.1 Call to Order

Quarum was determined and the Board Meeting was called to order on October 24, 2019 at 1310 pm by Bob Benton, Chairman. No conflicts of interest were determined.

1.2 Approval of Previous Board Minutes

Tom McCoy made a motion to accept the minutes from the August 15, 2019 Board Meeting. Lane Magill seconded the motion.

Vote: The motion passed with unanimous approval.

1.3 Additions or Deletions from the Agenda

Kathy Schwartz added Legislative update to the agenda.

1.4 Administrators' Report

1.4.1 Review of Packet

Brad Lohrey presented the IGA with Wheeler County as well as the letter of intent from Gilliam County to give the JRI funds to NORCOR. Lohrey also mentioned that Saif reimbursed NORCOR \$21k.

1.4.2 Rental Facility Update

Dan Lindhorst presented the estimate from Speedy Septic for the repair of the sewer pump that failed. Lindhorst estimates the cost to be approximately 13 to 15k. This project was not budgeted for. The board gave direction to move forward and replace the pump.



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Dan Linhorst presented the sprinkler system update for the warehouse. Adult and juvenile passed the sprinkler inspection however the warehouse has deficiencies that are required to be fixed. The estimate to fix the deficiencies is approximately 15k. The board gave direction to move forward with the repairs.

1.4.3 RFP for food Services

Molly Rogers reported that the RFP for food service is complete and they are ready to put the RFP out. Board gave direction to move forward with RFP.

Molly Rogers also discussed the IGA that was signed with NWCSO.

Kathy Schwartz presented the legislative update. The committee working on this project is hoping for a one time funding for capital improvements as well as \$1.8 million for continuous funding for the ICE contract. There will be a meeting at the Wasco Co. Courthouse on a presentation of NORCOR followed by a tour of NORCOR on November 1st.

Chair Bob Benton discussed that there were no financials in the current packet. A financial meeting was set for Thursday, November 7, 2019 at 9:00am

1.5 Public Comment

No public comment

2.0 EXECUTIVE SESSION: ORS 192.660(2)(h) Litigation & ORS 192.660(2)(d) Labor Negotiations

2.1 Executive Session in accordance with ORS 192.660(2)(h) Litigation and ORS

192.660(2)(d) Labor negotiations – The board was call out of regular session and entered into executive session at 1340hrs.

2.2 Return from Executive Session – if deemed necessary/appropriate, make decisions regarding the subject matter addressed during Executive Session. Chair Benton brought the meeting back into regular session at 1353hrs. The Collective Bargaining Agreement was addressed.

****Break****

The regular session was called to order at 1355



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Collective Bargaining Agreement

Kathy Schwartz moved to accept the terms of the Collective Bargaining Agreement.

Sherrie Wilkins seconded the motion.

Motion passed unanimously.

Compensation for Molly Rogers and Brad Lohrey

Brad Lohrey discussed how the new structure was approved November 1, 2018. He mentioned that he works a minimum of 10 hours a week. Sherman County would not allow a stipend through the county for payment for his hours worked. Lohrey discussed his and Molly Rogers job descriptions and stated that they should be identical.

Chair Bob Benton directed the board to discuss compensation only. He wanted to move forward for employment contract for July 1 to December 31, 2019 at the rate of \$455 per week for 6 months which is the minimum salary compensation rate.

Legal Counsel Donald Hull stated that for the interim purposes the work of Sheriff Lohrey does not place NORCOR in an unethical situation. This has not been addressed anywhere else, and that Mr. Hull is still working on gathering information. He did state that Sherman County may have other perceptions.

Molly Rogers presented a report on the brief history of the two interim Administrative positions. Brad Lohrey did express that the extra duties are beyond operations and that he may not want to continue in the current position without some acknowledgement of the extra work. He wanted to make sure that another Sheriff is welcome to take over as Administrator for the adult facility. Sheriff Lane Magill stated that the Sheriff's agree that the work Sheriff Lohrey is doing is more administrative and outside the scope of "operations".

Molly Rogers spoke to the equity of the positions and that they need to be treated equally. Bob Benton closed discussion about compensation, clarifying that this discussion is not about the Interim Policy.

Tom McCoy moves to approve Compensation Packages

Kathy Schwartz seconded

All members were in favor except Lane Magill who abstained from voting.

1420 business Meeting was closed



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****Break****

3.0 Work Session

Work session called to order at 1427 by Chair Bob Benton

3.1 General Board Discussion of the Management structure of NORCOR

Chair Bob Benton stated that he wanted to get two things done in this work session.

1. Discuss the interim policy and how we are managed. Bob Benton stated that this current structure will not work moving forward and how there needs to be one point of contact. He mentioned that there have been eleven Administrators over 20 years. He would like the board to come to a consensus for a job description of the person that will run NORCOR
2. Figure out the timeline. When will the job description be complete and when do we expect to be able to hire this person.

Brad Lohrey mentioned that the reason that we have such high turnover with Administrators is because they have to answer to 12 different people. Lohrey believes the current structure works; that hiring an Administrator would not work. He said that the Sheriff's are responsible for the operations and that the person in this new position would not need to deal with operations.

Molly Rogers mentioned that NORCOR needs a manager or financial expert, not an Administrator.

Chair Bob Benton asked the board members to come up with a list of qualifications or qualities that are important for this new position.

Kathy Schwartz believes that having one point of contact for the board is important. She believes that we need to look for someone with leadership skills and someone who is up on modern practices.

Lane Magill agreed that there should not be another Administrator rather a Business Manager who deals with contracts, human resources, and finances. He mentioned that it was not the NORCOR Boards responsibility as to the operation of the jail.



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Brad Lohrey and Molly Rogers said that they believe that NORCOR could potentially hire this person by June of 2021 but the goal would be June of 2020.

Brad Lohrey presented to the board that he and the Jail Commander have a meeting with the USM on Tuesday to negotiate a contract. He also mentioned that NORCOR's current Benton County Contract would be renewed for 3 more years.

1537 Meeting Adjourned.

DRAFT