

MINUTES
UMATILLA COUNTY BOARD OF COMMISSIONERS
Meeting of July 1, 2026
9:00 am, Room 130, Umatilla County Courthouse
Pendleton, Oregon

Commissioners Present: Chair Dan Dorran, Vice-Chair John Shafer and Commissioner Cindy Timmons

County Counsels: Doug Olsen, Nicholas Warner

Guests Present: Kim Beck, Human Services Director; Bobbie Spencer, CARE Coordinator; Sage DeLong, Emergency Manager; Rachael Reynolds, Assessment & Taxation Director; Jennifer Blake, HR Director; Charlet Hotchkiss, Planner;

Video link or Calling in: Joseph Fiumara, Public Health Director;

CALL TO ORDER: Chair Dorran called the meeting to order at 9:00 am. He reminded all that the meeting is a public forum and there is a call-in option provided. There is time on the agenda to provide input (or for hearings) to provide comment. The meeting is being video and audio recorded and minutes will be taken. Also, meetings are now live-streaming. Comments will become part of the meeting record and ask that they be three minutes or under. If persons wish to speak before the Board, please identify yourself and state where you live in order to be heard on the record – also note if you are speaking on behalf of others.

Pledge of Allegiance - led by Chair Dorran.

Awards/Correspondence/Recognitions – Happy birthday to Commissioner Timmons.

Chair Dorran spoke about the great work that the Security deputies do. In just the last month they prevented 57 knives, 47 vapes, 9 multi-tools, 5 miscellaneous weapons, 6 pepper sprays, and 1 Taser from being brought into the Courthouse.

Minutes – Commissioner Shafer moved to approve the minutes from June 12, 2026, June 17, 2026 and June 26, 2026 Board meetings. Seconded by Commissioner Timmons. Carried, 3 - 0.

Additions to Agenda – Updated Umatilla County Policy Manual through Lexipol.

Public Comments and Recognition of Visitors – None

Business Items

1. **CARE CPS Training** – Presented by Kim Beck, Human Services Director. The Umatilla County CARE program, Developmental Disabilities, and the Juvenile Department are collaborating to host a two-day professional development training on July 15 and 16, 2026. The training will be facilitated by The Hero Makers at the Wildhorse Resort and Casino. The curriculum focuses on Collaborative Problem Solving for professionals supporting youth and families. The standard training accommodates up to 30 participants, with up to 10 additional seats offered to community partners. Funding is covered entirely by a JCP grant and a grant from St. Anthony Hospital's Common Spirit program. The total cost will not exceed \$13,705. This includes \$1,404.16 for venue

and catering (\$702.08 per day), an \$8,700 base fee for the trainers, up to \$3,000 for the additional participants, and a maximum of \$600 for trainer lodging. **Commissioner Shafer moved to approve the Professional Development Training Agreement with The Hero Makers, including an initial 50% deposit in the amount of \$4,350.00, the venue and catering expenditures at Wildhorse Resort and Casino in the amount of \$1,404.16, and authorize the board chair to sign the proposed contract with a total event expenditure not to exceed \$13,705.00. Seconded by Commissioner Timmons. Carried, 3-0.**

2. ODHS Intergovernmental Agreement - Presented by Sage DeLong, Emergency Manager. Acceptance is sought for an Intergovernmental Agreement with the Oregon Department of Human Services for the loan of one Compact Rapid Deployable (CRD) communications unit (SatRunner/Cell-on-Wheels). The unit will be maintained by Umatilla County and available for emergency response, disaster communications, training, and continuity of operations. The agreement includes an annual allocation of satellite bandwidth at no cost to the County, with reimbursement required only for usage exceeding the allotted amount. No anticipated cost to the County. The agreement includes 15 GB of annual satellite bandwidth at no cost. Reimbursement at \$24.99/GB applies only to excess non-emergency usage. Emergency incident deployments are exempt from reimbursement. **Commissioner Timmons moved to approve execution of IGA 187443-0 with the Oregon Department of Human Services for deployment and use of a Compact Rapid Deployable communications unit. Seconded by Commissioner Shafer. Carried, 3-0.**
3. Fair Board Appointment – Presented by Chair Dorran. Robbie Curry has resigned from their position on the fair board. The Umatilla County Fair Board approved the appointment of Nicholas L. Kennedy to take the vacant position. **Commissioner Timmons moved to adopt Order No. BCC2026-033. Seconded by Commissioner Shafer. Carried, 3-0.**
4. Fair Entertainment Contract - Presented by Doug Olsen, County Counsel. The contract for the entertainment for Thursday, August 13, 2026, on the Main Stage is before the Board for approval. **Commissioner Shafer moved to approve and sign contract for Thursday August 13, 2026 Fair Entertainment, Chingy, in the amount of \$45,000.00. Seconded by Commissioner Timmons. Carried, 3-0.**
5. Fair Contract – Presented by Doug Olsen, County Counsel. Hermiston High School (HHS) Band has been the annual garbage service crew during Fair Week. The contract for the current year is before the Board for approval. **Commissioner Shafer moved to approve HHS Band to continue with the garbage service during Fair week for a total payment of \$8,000.00 to be paid by check within 30 days of the close of Fair. Seconded by Commissioner Timmons. Carried, 3-0.**
6. UCTAC Appointment – Presented by Charlet Hotchkiss, Planner. The Umatilla County Transportation Advisory Committee (UCTAC), currently has four vacant positions. Eric Smith (General Manager – Kayak Public Transit) has applied to serve on the UCTAC for a four-year term. If approved his term would begin July 1, 2026 and ending July 1, 2030. This appointment is now before the Board of Commissioners for consideration. **Commissioner Shafer moved to adopt Order No. BCC2026-034. Seconded by Commissioner Timmons. Carried, 3-0.**

7. FTA Section 5310 Funding - Presented by Charlet Hotchkiss, Planner. The Umatilla County Transportation Advisory Committee (UCTAC) met on June 18, 2026 to evaluate 5310 applications. The UCTAC recommended funding all 5310 projects. On the spreadsheet, the amounts highlighted in yellow are the recommended funding amounts.

Available Fund Estimates:

5310 STBG Estimate: \$479,851.00

5310 Rural Estimate: \$200,158.00

5310 Small Urban Estimate: \$105,720.00

Requested Funding Totals:

5310 STBG:

City of Milton-Freewater: \$34,739.84

City of Pendleton: \$445,111.16

5310 Rural:

City of Hermiston: \$154,019.48

City of Pendleton: \$46,138.52

5310 Small Urban:

City of Milton-Freewater: \$105,720.00

The City of Hermiston will use the funds for its Work Program, this provides subsidized taxi tickets to those who apply for transport to and from their jobs. The cities of Milton-Freewater and Pendleton intend to use the funds for their Senior & Disabled Taxi Service for subsidized taxi tickets for seniors and people with disabilities.

Commissioner Shafer moved to authorize staff to submit the 5310 applications in the following amounts: 5310 STBG: \$479,851.00, 5310 Rural: \$200,158.00 and 5310 Small Urban: \$105,720.00. Seconded by Commissioner Timmons. Carried, 3-0.

8. Personal Property Taxes – Presented by Rachael Reynolds, Assessment & Taxation Director. There are six personal property tax accounts for defunct businesses. The taxes are before the Board for consideration of cancellation of the taxes as provided by state statute. **Commissioner Timmons moved adopt Order No. TX2026-02. Seconded by Commissioner Shafer. Carried, 3-0.**
9. Executive, Exempt and Administrative Salary Schedule – Presented by Jennifer Blake, HR Director. A 4% COLA increase is proposed for Executive, Exempt and Administrative Salary Schedule effective July 1, 2026. All three commissioners declared a direct conflict of interest. **Commissioner Timmons moved to approve a 4% COLA increase for Exempt and Administrative Salary Schedule. Seconded by Commissioner Shafer. Commissioner Timmons made an amendment to the original motion. The new motion shall include approving a 4% COLA increase for Executive, Exempt and Administrative Salary Schedule. Seconded by Commissioner Shafer. Both motions carried, 3-0.**
10. Policy Manual Update - Presented by Jennifer Blake, HR Director. Before the Board is a request for formal approval and adoption of the modernized County Policy Manual through the Lexipol

platform. Lexipol will monitor State and Federal level changes and provide the County with updates, assisting in ensuring policies legal defensibility. Lexipol will allow county staff to easily access the policies in digital format. **Commissioner Timmons moved to approve the new Policy Manual for Umatilla County to be hosted on the Lexipol platform. Seconded by Commissioner Shafer. Carried, 3-0.**

11. Merchant McIntyre Contract – Presented by Chair Dorran. Since 2021, the County has retained Merchant McIntyre & Associates to provide federal funding and government relations services. They have provided many service including bringing grant funds to Umatilla County and assisting with legislative meetings. **Commissioner Timmons moved to approve renewal of the contract with Merchant McIntyre and authorize chair to sign. Seconded by Commissioner Shafer. Carried, 3-0.**

12. Executive Session – Employment/Real Property – ORS 192.660(2)(a,b,e,h) – None

Commissioner Reports:

Commissioner Shafer: None

Commissioner Dorran: All three Commissioners spent the last couple of days at the AOC Retreat in Sisters Oregon. The retreat really highlighted the value of belonging to the Association of Oregon Counties. There was great attendance and robust discussions.

Commissioner Timmons: Randy Kessler’s memorial service had over 500 in attendance including Commissioner Timmons and spouse. He left quite the legacy, a life well lived.

Meeting adjourned by Chair Dorran at 9:34 am.

Kelsey Bailey

Executive Secretary – Board of Commissioners