

**Lane County Budget Committee**  
**Thursday, May 6, 2021**  
2:00pm – Virtual Meeting

Budget Committee members present: Chair, Herb Vloedman; citizen members: Chris Hazen, Dawn Lesley, Chris Pryor, Bruce Webber and Lane County Commissioners: Joe Berney, Heather Buch, Pat Farr and Laurie Triege. Commissioner Bozievich was absent.

Staff Present: Lane County Administrator, Steve Mokrohisky; Budget and Financial Planning Manager, Christine Moody; Budget Staff, Jill Allen, Tawnya Ellis, Joe Szelesta

Presenting were:

Health & Human Services: Karen Gaffney, Director; Kachina Inman, Assistant Director; Diana Fielitz, Administration and Finance Manager; Lisa Willis, Clinical Financial Services Manager; Ron Hjelm, Community Health Centers Manager; Carla Tazumal, Developmental Disabilities Manager; Steve Manela, Human Services Manager; Jocelyn Warren, Public Health Manager; Lisa Nichols, Quality and Compliance Manager

County Administration: Steve Mokrohisky; County Administrator, Greg Rikhoff; Director of Operations

Assessment and Taxation: Mike Cowles, County Assessor

**I. CALL MEETING TO ORDER**

Chair Vloedman called the meeting to order at 2:01pm.

**II. COMMITTEE BUSINESS**

Chair Vloedman asked for revised agenda's to have some type of differentiation in the naming convention to easily detect the most updated version.

**III. HEALTH & HUMAN SERVICES**

Karen Gaffney, Health and Human Services Director presented the following slides and discussions:

- Department overview noting today's presentation is for the following divisions: Administration, Clinical Financial Services, Developmental Disabilities, Public Health, Community Health Centers, Human Services, and Quality & Compliance.
- FY 21-22 budget details. Ms. Gaffney reported 10% of the H&HS budget comes from general fund.
- FY 21-22 expenditures are personnel services and materials & services. Ms. Gaffney noted a decrease in operating budget by 22% due to COVID-19.
- Holiday Farm Fire Impacts:
  - Developmental Disabilities Services
    - Reviewed emergency plans of foster providers.
    - Contacted all individuals in evacuation zones during 2020 fires to ensure safety.
  - Human Services
    - Purchased a 50-unit motel in Eugene for displaced wildfire survivors.
    - Dedicated 1.0 FTE to assist wildfire impacted households to secure housing and services.

- Veterans Services contacted all fire impacted veterans to support service navigation.
  - Quality & Compliance
    - Facilitated data analytics and reporting.
- Capital Improvement Plan 2022-2026 submission highlights:
  - Improved client experience and plan for expanding work force
    - Complete new building for Developmental Disabilities and Quality & Compliance divisions (funded, in progress).
  - Community Health Centers service expansion
    - Cottage Grove Clinic (pre-planning)
    - Full Service Dental Program (pre-planning)
    - Retail Pharmacy (pre-planning)

Diana Fielitz, Administration and Finance Manager presented the following slides and discussions:

- Administration division consisting of Executive Management, Contracts Management (adding 1 FTE for Grants and Contracts Supervisor), Fiscal Services, Strategic Resource Development and Public. FTE 23.10, FY 21-22 resources are \$3,371,342 and expenses are \$3,665,357.
- Administration Overview noting the implementation of the updated H&HS Strategic Plan.
- COVID-19 Impacts
  - Managed more than \$45M in CARES Act funds.
  - Billing and reporting for more than \$10M in FEMA funds.
  - Developed strategies for potentially significant ARP funding.
  - Prepared 235 EOC related contracts actions, on 89 contracts.
  - Hired more than 106 Extra Help and Temp staff for pandemic response.
  - 40% of Administration division staff are working in the EOC.
  - Supported the acquisition, renovation and/or development of 3 buildings for COVID-19 isolation & quarantine and the related economic impacts.

Lisa Willis, Clinical Financial Services Manager presented the following slides and discussions:

- Clinical Financial Services overview noting revenue sources. 15 FTE's with FY 21- 22 resources of \$1,852,071 and expenses \$1,999,589. Adding 1 FTE Sr. Accounting Clerk.
- Billed encounters comparison for FY 2019, FY 2020 and FY 2021.

Ron Hjelm, Community Health Centers Manager presented the following slides and discussions:

- Community Health Centers division overview and services offered. 199.78 FTE's with FY 21-22 resources \$37,216,337 and expenses \$33,796,038
- Changes in services for FY 21-22 projected to add 2 FTE's by end of FY and opening a new center in Cottage Grove, spring 2022.
- Expansion of services including telehealth, onsite kiosk and patient portals, and exploration of full service dental offering.
- COVID-19 impacts noting closure of Springfield schools health center and suspended services. Implemented telehealth and 33 staff teleworking.

Carla Tazumal, Developmental Disabilities Services Manager presented the following slides and discussions:

- Developmental Disabilities Services overview. 93 FTE with FY 21-22 resources \$11,462,687 and expenses \$11,354,093.
- Developmental Disabilities Services growth chart noting growth in services due to increasing community needs and in-home supports.
- COVID-19 Impacts noting followed state requirements with virtual and telephonic meetings and collaboration with Public Health to office vaccinations to all clients.

Steve Manela, Human Services Manager presented the following slides and discussions:

- Human Services division overview and service offerings. 52.25 FTE with FY 21-22 resources \$31,214,259 and expenses \$30,418,118.
- COVID-19 Impacts noting budget increased by 180% and continues to receive funding to address negative economic impacts.

Jocelyn Warren, Public Health Manager, presented the following slides and discussions:

- Public Health division overview. 109.45 FTE with FY 21-22 resources \$20,374,943 and expenses \$21,837,088.
- COVID-19 response
  - Lost revenue due to environmental health licenses, declining WIC/home visitor caseload.
  - Increased expenses due to operating the COVID EOC.
  - Public Health staff burn out.
  - Most normal business and planned projects on hold.

Lisa Nichols, Quality and Compliance Manager, presented the following slides and discussions:

- Quality and Compliance division overview. 14 FTE with FY 21-22 resources and expenses at \$2,352,647.
- Graphs exhibits using data to meet the needs of the community.

Kachina Inman, Assistant Director of Health and Human Services presented the following slides and discussions:

- Highlights of FY 20-21.
- Future challenges and opportunities noting post COVID recovery, Homeless and Permanent Supportive Housing, expanding Mobile Outreach Services, focusing on our people and expanding equity efforts.
- Ms. Inman shared how Health and Human Services fulfills the Lane County strategic plan noting H&HS Performance Measures can be found on page 195 of the Proposed Budget document.

QUESTIONS were opened for Health and Human Services.

Commissioner Farr asked about the Human Services Department accepting money outside the Lane County Budget Committee process, noting the Pallet Shelter Program and inquired how that money was acquired. Steve Manilla reported the money was from the State “Out of the Cold” program used to purchase the pallet shelters. Karen Gaffney shared H&HS has utilized the CARE’s funds along with other funds to maximize needs.

Commissioner Triege shared concern in decreasing WIC caseloads during COVID which resulted in reducing service levels and how that would impact once caseloads increase. Jocelyn Warren shared the

State has not adjusted budgets due to not having in person appointments during COVID and Lane County has used its partnerships to keep the service level options for WIC.

#### **IV. COUNTY ADMINISTRATION**

Steve Mokrohisky, County Administrator and Greg Rikhoff, Director of Operations presented the following slides and discussions:

- County Administration department overview noting the following divisions: County Management, Operations & Parole and Probation.
- FY 21-22 resources, noting County-wide Indirect, Video Lottery, Court Fees, Recording Fees, and Depreciation Charges.
- FY 21-22 expenditures noting adding new positions; Equity Manager, Library Assistant .5 FTE, Records Clerk, Elections Sr. Admin Analyst, 3 new Facilities positions.
- FY 20-21 COVID-19 Impacts:
  - Employees continue to be in response and recovery mode while juggling regular workloads.
  - Justice Court revenues down due to reduction in court fees due to COVID-19 impacts.
  - Lottery revenues down due to COVID-19 impacts.
  - Financial Services processed \$19.9 million in CARES Act reimbursement from the state. Oversight of the program required coordination with departments and compliance with federal requirements.
  - County Administration staff provided critical support during this pandemic (staffing Emergency Response Center, CARES Act funding, Vaccination Clinic support).
  - Community and Economic Development convened cities across the county to create a joint-CRF funded emergency small business grant program. Approximately \$630,000 (\$400,000 of which came from Lane County) was distributed to eligible small businesses.
  - Facilities Custodial Services continued high touch cleaning and sanitation in County buildings.
  - Parking revenue decreased in FY21 by approximately \$94k.
  - County Clerk Division –all essential services continued –recording documents, issuing marriage licenses, research assistance, processing voter registration, and conducting major elections.
  - Board of Property Tax Appeals session completed virtually.
  - Major primary and general elections conducted successfully.
- Holiday Farm Fire Impacts
  - County Administration staff provided critical support during this crisis (staffing Emergency Response Center, Multi-Agency Resource Center, evacuation and recovery communications).
  - Economic Development added one FTE dedicated to supporting long-term recovery efforts.
  - State of Oregon allocated \$30 million of CARES Act funding for “Project Turnkey,” a program for agencies to acquire motels/hotels for use as non-congregate shelter for people experiencing homelessness or at-risk of homelessness in communities impacted by the 2020 wildfires.
  - Obtained “Project Turnkey” funds to purchase former Red Lion hotel to provide 50 rooms for displaced Holiday Farm Fire evacuees and then will shift to permanent supportive housing (PSH) for future housing needs.
  - Financial Services served in the Fire EOC and assisted departments with financial requirements for FEMA reimbursement.

- Elections actively worked with impacted individuals to provide access to register and vote in the November General Election.
  - Deeds & Records actively worked with those impacted to provide official copies of important documents like deeds and marriage licenses lost in the fire.
- County Administration division overview. 21.25 FTE with FY 21-22 resources \$3,438,427 and expenses \$4,416,241.
- Operations division overview. 69.50 FTE with FY 21-22 resources \$21,119,030 and expenses \$31,904,890.
- Highlights of FY 20-21.
- Future challenges and opportunities noting:
  - Programs and services are expected to pivot and focus on pandemic and wildfire recovery for the coming years.
  - Countywide Budget software is at the end of maintenance agreement with the vendor and will need an upgrade or replacement within the next fiscal year.
  - Addressing barriers with creative solutions to develop housing options to increase affordability and reduce the instance of homelessness.
  - Implement new financial reporting standards as established by Governmental Accounting Standards Board and oversight of the American Rescue Plan Act funding and spending.
  - Funding levels for deferred maintenance of Capital infrastructure is not sufficient.
- Mr. Mokrohisky shared how County Administration fulfills the Lane County Strategic Plan noting County Administrations Performance Measures can be found on page 128 of the Proposed Budget document.

QUESTIONS were opened for County Administration.

Chris Hazen asked how he can report to citizen community members they are getting more bang for the buck in public services each year. Mr. Mokrohisky shared broader indicators noting: Bond rating to indicate financial health; the budget message indicating a strategic plan that is clearly identified and communicated; and work satisfaction surveys.

Commissioner Berney shared that you can't measure passion and the question isn't are we getting the most production out of our people, it's how do we keep our people with all the work they are given.

Chair Vlodeman shared the metric of Lane County surviving and still being in good standing through COVID and the Holiday Farm Fire. He added he has been on the Budget Committee long enough to know if COVID happened years ago it would have a different outcome.

Chris Hazen clarified his challenge is to do better at communicating the budget to the general public.

### **ASSESSMENT & TAXATION**

Mike Cowles, Director of Assessment and Taxation, presented the following slides and discussions:

- Assessment & Taxation department overview noting 3 divisions; Administration, Property Tax Management and Appraisal.
- FY 21-22 resources.
- FY 21-22 expenditures noting adding Mobile Assessor and no FTE changes.
- COVID-19 impact noting limited reappraisal, limited public assistance, addition expenses, projections, collections, appeals, values and legislation.

- Holiday Farm Fire Impacts noting Assessed Value impact to districts, prorations, secondary prorations due to legislation, shifting of resources and projections.
- Capital Improvement Plan 2022-2026 Highlights
  - Assessment and Taxation software replacement (pre-planning)
  - Mobile Assessor software implementation
- Administration division overview. 4 FTE with FY 21-22 resources \$1,152,067 and expenses \$840,919.
- Appraisal division overview. 21.0 FTE with FY 21-22 resources 2,040 and expenses \$3,218,469.
- Property Tax Management division overview. 25.0 FTE with FY 21-22 resources \$519,000 and expenses \$3,314,594.
- Future challenges and opportunities noting there are minor budget changes from current fiscal year, continue to work on staff training, paperless statement enrollment, data cleanup and new computer system.
- Mr. Cowles shared how Assessment & Taxation fulfills the Lane County Strategic Plan noting Assessment and Taxation Performance Measures can be found on page 107 in the Proposed Budget document.

QUESTIONS were opened for Assessment & Taxation.

Commissioner Berney asked if the Mobile Assessor will bring in more revenue. Mr. Cowles shared Mobile Assessor allows for viewing and reviewing of more property which would increase revenue. Commissioner Berney asked how a large home could have low property taxes on Zillow.com. Mr. Cowles shared it could be a clerical error or there are 2 accounts on a property and Zillow on reports on one.

## **V. COMMITTEE BUSINESS**

Committee discussion was held on the question/answer process regarding the amount of questions submitted by each Committee member that would be equitable but also prevent an undue burden on County staff. Due to time constraints this topic will be continued in the next meeting.

The next budget meeting is May 11<sup>th</sup> at 2:00pm.

## **VI. ADJOURN**

Committee Chair Vloedman adjourned the meeting at 4:58pm.

*Note: A webcast (the “official” record of the meeting’s events) is available at:*  
[https://lanecounty.org/how\\_do\\_i/view/webcasts](https://lanecounty.org/how_do_i/view/webcasts)