

**Lane County Budget Committee**  
**Tuesday, May 11, 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, Jay Bozievich, Heather Buch, Pat Farr and Laurie Trieger

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

Presenting were:

Technology Services: Mike Finch, Director; and Loren Blythe, Sr. Business Services Manager

Data & Analytics: Mike Finch, Director of Technology Services

Human Resources: Alana Holmes, Director; Manager; Ryan McBride, Talent Manager; Inga Wood, HR Labor Relations Manager; Krystal Tullar, Workforce Wellness Solutions

Public Works: Dan Hurley, Public Works Director; Keir Miller, Land Management Manager; Corey Buller, Lane Events Center Manager; Brett Henry, Parks Manager; Jeff Orlandini, Waste Management Manager; Orin Schumacher, Roads Manager; Peggy Keppler, Engineering & Construction Services Manager; Michael Johns, General Services Manager; Lance Englet, Administration Manager

Emergency Management: Patence Winningham-Melcher, Program Manager

**I. CALL MEETING TO ORDER**

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

**II. COMMITTEE BUSINESS**

Chair Vloedman asked for revisions to the May 4, 2021 Budget Committee meeting minutes. There were none. Dawn Lesley moved to approve with a 2<sup>nd</sup> from Commissioner Buch. Motion passes unanimously.

Chair Vloedman asked for revisions to the May 5, 2021 Budget Committee meeting minutes. There were none. Commissioner Buch moved to approve with a 2<sup>nd</sup> from Chris Hazen. Motion passes unanimously.

Chair Vloedman reported needing clarification on the Budget Committee question/answer process as well as the Budget Committee's process in regards to recruiting and aligning applicants with the committee that represents the strengths of the applicant.

Chris Hazen moved to discuss the question/answer process along with the intent of the Budget Committee and relevance of questions asked move to the May 13<sup>th</sup> meeting. Chris Pryor 2<sup>nd</sup> the motion. Discussion was held on the motion. Motion passes with Chris Pryor, Commissioner Berney, Commissioner Bozievich, Commissioner Trieger, Chris Hazen, Bruce Webber and Dawn Lesley voting yes. Commissioner Buch, Commissioner Farr and Chair Vloedman voting no.

### **III. TECHNOLOGY SERVICES**

Technology Services Director, Mike Finch and Senior Manager, Lorren Blythe presented the following slides and discussions:

- Technology Services (TS) overview sharing TS has 72.25 FTE.
- FY 21-22 resources noting Countywide Indirect Plan.
- FY 21-22 expenditures noting a \$100K in 1 time expense for M365 professional services.
- COVID-19 Impacts noting:
  - No revenue loss as of current.
  - \$425K expense increase since July 1, 2020, \$400K has been reimbursed through CRF.
  - Workforce is 75% remote.
  - Delay of projects/plans.
- Holiday Farm Fire Impacts noting expenses/damage of \$116,000, workforce/workload, and long term recovery.
- Capital Improvement Plan:
  - Data Center UPS Replacement
  - InsideLane
  - IT Service Management System
- Administration division overview. 7 FTE with FY 21-22 resources \$3,258,154 and expenses \$3,010,393.
- Technology replacement fund overview, no FTE.
- Customer Service & Support division overview. 7 FTE with FY 21-22 resources and expenses \$1,064,651.
- Business Services overview. 39.50 FTE with FY 21-22 resources and expenses at \$8,014,553.
- Technology Infrastructure Services overview. 13 FTE with FY 21-22 resources and expenses \$3,662,627.
- Cybersecurity & Compliance overview. 4.75 FTE with FY 21-22 resources and expenses \$990,658.
- Lane Radio Interoperability Group (LRIG) overview. 1 FTE with FY 21-22 resources and expenses \$197,517.
- Highlights of FY 20-21.
- Future challenges and opportunities noting:
  - Project pipeline
  - Cybersecurity Insurance
  - Revenue changes
  - Support for Data & Analytics
  - Regional and radio bandwidth projects
  - County staffing/devices support
  - Succession planning
  - FTE supporting capital improvements and facilities projects
- Mr. Finch shared how TS fulfills the Lane County Strategic Plan noting Performance Measures can be found on page 349 of the Proposed Budget document.

QUESTIONS were opened to Technology Services.

Commissioner Buch shared her appreciation for Technology Services during COVID and the Holiday Farm Fire and asked about getting delayed projects getting completed. Mr. Finch shared timelines for;

Windows 7 upgrade, moving email into the Cloud, OneDrive capability and online version of Office products. Commissioner Buch asked about safety measures. Mr. Blythe shared Lane County is currently secure and supported with Windows 7 but moving forward to Windows 10.

Commissioner Trieger asked about the ability to use ARP funding for infrastructure. Mr. Finch reported TS has applied for a \$100,000 grant for a security action plan.

Commissioner Berney asked about the efficiency of the TS budget. Mr. Finch highlighted the efforts of the budget team for the Proposed Budget.

Chair Vloedman asked if TS is getting budget support to move forward with projects. Mr. Finch reported the County is supporting TS and in return TS allocates the resources.

#### **IV. DATA & ANALYTICS**

Technology Services Director, Mike Finch presented the following slides and discussions:

- Data Analytics (D&A) overview sharing new department of D&A has 2 FTE
- FY 21-22 resources \$0 and expenditures \$294,246. Overview of TS partnerships.
- Administration division overview. 7 FTE with FY 20-21 resources \$2,878,170 and expenses \$2,933,856.
- Future challenges and opportunities noting:
  - Connecting a distributed workforce.
  - Sharing data across the organization.
  - Building data literacy at all levels.
  - Investing in technology tools and data infrastructure.
- Mr. Finch shared how TS fulfills the Lane County Strategic Plan.

QUESTIONS were opened for Data and Analytics.

Chris Hazen asked for a high level sharing of other communities in regards to open data and government. Mr. Finch shared overviews of the University of Oregon 3PM program and LCOG's Lane Geographic Data Consortium.

#### **V. HUMAN RESOURCES**

Alana Holmes, Human Resources Director presented the following slides and discussions:

- Human Resources overview.
- FY 21-22 resources.
- FY 21-22 expenditures.
- COVID-19 Impacts noting:
  - Delays on planned projects/policy development
  - Increased hours and workload
  - Development of multiple temporary policies/FAQ's
  - Create processes to support rapid hiring needs for the EOC
  - Virtualize New Employee Orientation
  - Support a hybrid workforce
- Holiday Farm Fire Impacts noting policy implementation.

Ryan McBride, Talent Manager, presented the following slides and discussions:

- Talent Management division overview. 9.0 FTE with FY 21-22 resources \$1,393,695 and expenses \$1,571,988.
- Talent Management lifecycle.

Inga Wood, HR Labor Relations Manager presented the following slides and discussions:

- Labor Relations division overview. 2.0 FTE with FY 21-22 resources \$282,743 and expenses \$319,958.
- Labor Relations lifecycle.

Krystal Tullar, Workforce Wellness Solutions Manager; presented the following slides and discussions:

- Workforce Wellness Solutions division overview with 10 FTE and FY 21-22 resources \$1,271,503 and expenses \$1,207,529.
- Workforce Wellness Solutions lifecycle.

Alana Holmes, Human Resources Director presented the following slides and discussions:

- Administration division overview. 3.0 FTE with FY 21-22 resources \$424,116 and expenses \$602,593.
- Highlights for FY 20-21.
- Future challenges and opportunities.
- Connections to Lane County Strategic Plan specifically, Vibrant Communities and Our People and Partnerships and noted Human Resource Performance Measures can be found on page 247 of the Proposed Budget document.

QUESTIONS were opened for Human Resources.

Discussions were held on Lane County receiving recognition for being one of the Top 100 employers to work for.

The Budget Committee decided to move County Counsels presentation to the next budget meeting and proceed with Public Works.

## **VI. PUBLIC WORKS**

Dan Hurley, Director of Public Works, presented the following slides and discussion:

- Public Works department overview noting 8 divisions.
- FY 21-22 resources.
- FY 21-22 expenditures noting operation expenses are down by 14%.
- COVID-19 Impact.
  - Revenue loss in Road fund divisions: Lane Management, Lane Events Center and Parks.
- Holiday Farm Fire Impact damage to Parks, Land Management, Road Maintenance, Engineering and Animal Services.
- Capital Improvement Plan.
  - Armitage Campground Phase II Expansion
  - Short Mountain Landfill – Cell 6
  - River Road Overlay

- Mr. Hurley shared how Public Works fulfills the Lane County Strategic Plan noting Public Works Performance Measures can be found on page 271 of the Proposed Budget document.

Keir Miller, Land Management Manager presented the following slides and discussions:

- Land Management division overview. 40.00 FTE with FY 21-22 resources \$6,645,105 and expenses \$7,162,338.
- Highlights of FY 20-21.
- COVID-19 Impacts noting revenue loss, increased expenses, workforce and delays of projects/plans.
- Holiday Farm Fire Impacts noting expenses/damages, workforce/workload and long term recovery.
- Future Challenges & Opportunities noting expediting Holiday Farm Fire permits, rebuilding reserves.

Corey Buller, Lane Events Manager presented the following slides and discussions:

- Lane Events division overview. 14.50 FTE with FY 21-22 resources \$4,811,908 and expenses \$4,211,763.
- Highlights of 20-21.
- COVID-19 Impacts:
  - Event revenue loss of more than 2.5 million.
  - Capital Projects have been delayed.
  - Staff assisted in the EOC.
  - Delays of other projects/plans.
- Holiday Farm Fire Impacts:
  - Expenses and Damages
  - Workforce/Workload
  - Long term recovery
- Future challenges and opportunities noting planning for the Fair in 2021.

Brett Henry, Parks Manager presented the following slides and discussions:

- Parks division overview. 18.80 FTE with FY 21-22 resources \$4,343,461 and expenses \$4,497,783.
- Highlights of 21-22.
- COVID-19 Impacts noting revenue loss, expenses and delays in other projects/plans.
- Holiday Farm Fire Impacts noting debris removal and structural damage.
- Future challenges and opportunities:
  - Recovery of McKenzie Corridor Parks
  - Deferred Maintenance
  - Stewart Covered Bridge
  - Armitage Campground Expansion
  - Harbor Vista Cabins

Jeff Orlandini, Waste Management Manager presented the following slides and discussions:

- Waste Management division overview. 88.10 FTE with FY 21-22 resources \$21,358,466 and expenses \$20,476,519.
- Highlights of 20-21.
- COVID-19 Impacts noting operations have been strained due to large customer counts at all transfer stations.
- Holiday Farm Fire Impacts noting long term recovery.

- Future challenges and opportunities noting landfill gas reduction, restart rural household hazardous waste collections.

Orin Schumacher, Roads Manager presented the following slides and discussions:

- Road division overview. 93.50 FTE with FY 21-22 resources \$1,027,000 and expenses \$21,251,126.
- Highlights of 20-21.
- COVID-19 Impact noting Workforce concerns.
- Holiday Farm Fire Impacts.
  - Damages that will be submitted to FEMA for 75% reimbursement.
  - Over 7500 hours responding and cleaning.
- Future challenges and opportunities:
  - Bridget Preservation and Upgrades
  - Vegetation Management
  - Technology
  - Storm Water System and Programs

Peggy Keppler, Engineering & Construction Services Manager presented the following slides and discussions:

- Engineering and Construction Services division overview. 50 FTE with FY 21-22 resources \$9,514,377 and expenses \$21,783,079.
- Highlights of 20-21.
- Holiday Farm Fire Impact noting Erosion Threat Assessment Reduction Team and Corner's Preservation Survey.
- Future challenges and opportunities.
  - Storm Water Funding Shortfall
  - Implement Project Management Software
  - Potential Federal-aid Transportation Package funding
  - Hazard Mitigation Program Grants

Michael Johns, General Services Manager presented the following slides and discussions:

- General Service division overview. 25.50 FTE with FY 21-22 resources \$10,804,756 and expenses \$12,327,158.
- Highlights of 20-21.
- Holiday Farm Fire Impacts noting sheltered over 576 livestock animals and over 100 domestic animals.
- Future challenges and opportunities noting expanding charging network.

Lance Englet, Administration Manager presented the following slides and discussions:

- Administration division overview. 22.00 FTE with FY 21-22 resources \$34,442,382 and expenses \$5,063,060.
- Highlights of 20-21.
- COVID-19 Impacts noting State Highway Funds decreased and 75% of staff teleworking.
- Future challenges and opportunities noting recovering from COVID-19 impacts and human resources adjustments.

QUESTIONS were opened for Public Works.

Commissioner Trieger asked about the Park budget revenue decline in State Revenue. Brett Henry shared the State Revenue has been adjusted by the state.

## **VII. EMERGENCY MANAGEMENT**

Patence Winningham-Melcher, Emergency Management Program Manager, presented the following slides and discussions:

- Emergency Management department overview with 3.5 FTE and FY 21-22 resources \$676,604 and expenses \$791,905.
- FY 21-22 resources.
- FY 21-22 expenditures.
- COVID-19 Impacts noting increased hours for staff and extra help and delays in exercises.
- Holiday Farm Fire Impacts:
  - Use of reserves for EOC operations
  - Mutual Aid resources
  - Addition of .5 FTE through June 30, 2021
  - Long term recovery 1 FTE through June 2022
- FY 20-21 Highlights.
- Future challenges and opportunities noting COVID-19 and Holiday Farm Fire recovery efforts being long term.
- Ms. Winningham-Melcher shared how EM fulfills the Lane County Strategic Plan noting Performance Measures can be found on page 187 of the Proposed Budget document.

There were no questions for Emergency Management.

## **VIII. COMMITTEE BUSINESS**

Next Budget Committee meeting is May 13<sup>th</sup> at 2:00pm.

## **IX. 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)