

AGENDA

COOS COUNTY BOARD OF COMMISSIONERS

Owen Building Large Conference Room, 201 N. Adams, Coquille
or Virtually at <https://meet.goto.com/865921461>
April 21, 2026

1. **EXECUTIVE SESSION UNDER THE AUTHORITY OF ORS 192.660- small conference room- the public is excluded from this portion of the meeting**
 - A. (2)(d) Labor Negotiations
 - B. (2)(e) Real Property Transactions
 - C. (2)(f) Information or Records Exempt from Public Inspection
 - D. (2)(h) Consultation with Counsel
2. **9:30 AM PUBLIC SESSION/PLEDGE OF ALLEGIANCE/MOMENT OF SILENCE**
3. **DEPARTMENT HEADS- citizens will be given 2 minutes each to comment on the agenda item after Board discussion**
 - A. Introduction of Miss Coos County 2026- Brinkley Webb
 - B. Recognition of Tammy Dalton for 25 Years of Service- Clerk
 - C. Request Approval to Hire Brittany Felton at Step 5- Coos Health & Wellness (CHW)
 - D. Request Approval of Resolution Making Additional Appropriations- Fair
 - E. Request Approval of Resolution Making Additional Appropriations- SCINT
 - F. Request Approval of Contract with Lyndsey Cotton- District Attorney
 - G. Request Approval of Resolution for CAFFA Grant Application- Finance
 - H. Request Approval of Joint Funding Agreement for Stream Gages- BOC
4. **CONSENT CALENDAR- administrative matters not up for discussion**
 - A. **Approval of Minutes**
 - i. Worksession- Budget- March 9, 2026
 - ii. Worksession- Budget- March 10, 2026
 - iii. Workgroup Meeting Minutes- March 24, 2026
 - iv. Regular Meeting Minutes- April 7, 2026
 - B. **Orders & Resolutions**
 - i. Order 26-04-019C, In the Matter of Appointing Christina Brakebill to the Local Alcohol and Drug Planning Committee
 - ii. Resolution 26-04-030P, In the Matter of a Salary Adjustment Due to Certification for Larry Bowen Retroactive to January 1, 2026
 - iii. Resolution 26-04-031P, In the Matter of Granting Salary Merit Step Increases for Various Employees Effective April 1, 2026
 - iv. Resolution 26-04-032P, In the Matter of Granting Salary Merit Step Increases for Various Employees Retroactive to March 1, 2026
 - v. Resolution 26-04-035P, In the Matter of Classifying and Placement of Various Employees on the Regular Coos County Payroll Effective Their Hire Date
 - C. **Post-Action Notifications Pursuant to County Rule 10.043 (5)**
 - i. Sign On Bonus Agreement- CHW- Angela Hall
 - ii. Contract with Multnomah Education Service District- CHW- MAC services
 - iii. Amendment #1 to IGA 185631- CHW- revises state contact info
 - iv. Contract with Civil West Engineering- Road- Seven Devils guardrail project
 - v. Contract with Agri-Tech- Road- ash trench maintenance
 - vi. Contract with South Fork Logging LLC- Forestry- site prep & brush piling

5. LATE AGENDA ITEMS

i. Item 1

6. COMMISSIONERS REPORTS

7. CITIZEN COMMENTS- comments limited to non-agenda items only

BOC only:	
Consent Agenda	_____
Regular Agenda	_____

AGENDA ITEM COVERSHEET

Agenda Item Title: Executive Session Requested

Department: Counsel

Requested Agenda Date: 04/21/2026

Contact Person: Colton Totland

Phone/Ext.: 7690

Background and description of need or problem: Need executive session for:

- **ORS 192.660(2)(d)** – To conduct deliberations with persons designated by the governing body to carry on labor negotiations.
- **ORS 192.660(2)(e)** – Conducting deliberations with persons designated by the governing body to negotiate real property transactions
- **ORS 192.660(2)(f)** – To consider information or records that are exempt by law from public inspection.
- **ORS 192.660(2)(h)** – Consulting with counsel concerning the legal rights and duties of a public body with regard to current litigation or litigation likely to be filed.

Funding Source: N/A

Requested Action: Go into Executive Session during Board meeting as stated above.

Date: 04/14/2026

Signature of Dept. Head: Colton Totland

For all matters, forward the document to Counsel **no later than the Monday prior to the Agenda deadline**. Counsel will forward to Treasurer.

If this is a Contract or Grant:

- Is the contract or grant an original?
- Is the Contract/Grant Summary Form attached?
- Is the Contract signed first by the vendor (except state/federal grants or contracts)?
- If Insurance is required, Is the Insurance Certificate attached?
- Is the Clerk's Filing Coversheet attached?
- Do you want this returned to you for filing?

County Counsel CT

①

BOC only: Consent Agenda _____ Regular Agenda _____

AGENDA ITEM COVERSHEET

Agenda Item Title: Introduction of Miss Coos County 2026

Department: BOC

Requested Agenda Date:

Contact Person:

Phone/Ext.:

Background and description of need or problem: Brinkley Webb would like to introduce herself and share her Community Service initiative, MENO-mentum, with the Board

Funding Source: n/a

Requested Action: Listen to introduction and presentation

Date: _____ **Signature of Dept. Head:** _____

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County Counsel _____

Treasurer _____

Human Resources _____

3A

MENO-mentum Project
c/o Coos Health Initiatives
Tax ID (EIN): 20-3154019

April 21, 2026

Coos County Board of Commissioners

Dear Commissioners,

Thank you for the opportunity to be included on the April 21 agenda. I am grateful for your time, leadership, and service to our community.

My name is Brinkley Webb, and I currently serve as Miss Coos County 2026, as I prepare to compete for Miss Oregon this June 22-28, 2026 in Seaside, Oregon.

I am writing to provide brief context in advance of my presentation regarding my community service initiative, MENO-mentum and my ask.

MENO-mentum is focused on raising awareness, removing stigma, and encouraging education and advocacy around menopause. It is a universal stage of life that impacts every woman, yet it remains significantly underrepresented in research, public health dialogue, and community-level support.

During my time before the Board, I will briefly share how MENO-mentum is working to support education and awareness within our region. I will also respectfully introduce the opportunity for Coos County to consider issuing a formal proclamation recognizing Menopause Awareness for the month of June 2026, ahead of the Miss Oregon competition. This timing would allow me to carry Coos County's leadership and support for women's health onto a broader state platform.

This proclamation would serve as a meaningful step in acknowledging an experience shared by half the population, while positioning Coos County as a leader in supporting informed, proactive community health. It would also complement broader awareness efforts, including World Menopause Day.

While menopause is often viewed as a personal or private issue, it has broader implications that affect workforce participation, family systems, and long-term health outcomes. Increasing awareness and access to information allows women to better advocate for their health and make informed decisions throughout this transition.

At the state level, this issue is beginning to receive increased attention, including the passage of Oregon House Bill 3064, which expands insurance coverage for menopause-related care and other women's health concerns. This reflects a growing recognition that menopause is not only a health issue, but also a community and economic issue.

Additionally, I would like to extend a personal invitation to the Board to attend the **Roast the Coos County Sheriff Fabrizio Gala** on June 13, 2026, hosted at Wildflour in North Bend. This community event will bring together local leaders for an evening of connection, humor, and fundraising in support of the MENO-mentum initiative.

By way of background, I am a graduate of the University of California, Davis, and I am pursuing a future in healthcare. Through my role within the Miss America Scholarship Opportunity, I am committed to using this platform to elevate conversations that impact women and families across our community.

Thank you again for your time and consideration. I look forward to speaking with you on April 21.

Respectfully,

Brinkley Webb

Miss Coos County 2026

Instagram: [brinkley.webb/missor_cooscounty](https://www.instagram.com/brinkley.webb/missor_cooscounty), Tiktok: [brinkley.webb](https://www.tiktok.com/@brinkley.webb), LinkedIn: [brinkley.webb](https://www.linkedin.com/in/brinkley.webb)

BOC only: Consent Agenda _____
Regular Agenda _____

AGENDA ITEM COVERSHEET

Agenda Item Title: Recognize Tammy Dalton's 25 Years of Service

Department: Clerk

Requested Agenda Date: 04/21/26

Contact Person: Julie Brecke

Phone/Ext.: 541-396-7601

Background and description of need or problem:
Recognize Tammy Dalton 25 Years of Service

Funding Source: NA

Requested Action:

Ask that the BOC and Coos County recognize Tammy Dalton, Chief Deputy Clerk, for her 25 years of dedicated service to Coos County in the Clerk's Office.

Date: 04/07/26

Signature of Dept. Head: *Julie Brecke*

For all matters, forward the document to Counsel **no later than the Monday prior to the Agenda deadline.** Counsel will forward to Treasurer.

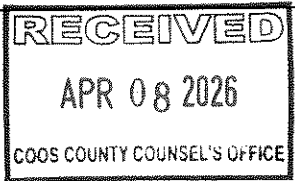
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County Counsel *CT*

Treasurer *MS*

Human Resources _____



JB

BOC only:
Consent Agenda _____
Regular Agenda _____

**AGENDA ITEM COVERSHEET
REQUEST TO START NEW HIRE ABOVE STEP 2**

Department: Coos Health & Wellness **Requested Agenda Date:** April 21, 2026

Contact Person: Eric Gleason **Phone/Ext.:** 541-266 6700

Name of New Hire: Brittany Felton **Hire Date:** May 4, 2026

Proposed Paygrade: 416 **Proposed Step:** 5

Starting Salary: \$4419

Please explain in detail reason to hire above Step 2. Request Board of Commissioners approve step 5 hire for Brittany Felton as a Prevention Services Outreach Specialist. Brittany Felton has been working as a prevention specialist for Curry County and handling their alcohol and other drug prevention programs. She also runs their social media pages and websites. She has extensive experience in the community, creating work plans and community events. She is also a certified Tobacco Treatment Specialist. She brings over two years of experience leading a prevention team in another county, demonstrating direct and relevant leadership in community-based prevention work. She is also on track to obtain her Certified Prevention Specialist (CPS) credential within the next year. In addition, she has 18 years of experience with the Sheriff's Office as a dispatcher, providing her with extensive expertise in crisis response, high-pressure decision-making, and cross-system collaboration. This background directly supports the outreach and community engagement components of the position. Her combined experience in prevention leadership and public safety significantly exceeds the minimum qualifications for this role. Offering a higher step would appropriately recognize her depth of experience, support internal equity for similarly qualified staff, and increase the likelihood of securing a highly qualified candidate in a competitive hiring environment.

This placement would still represent a significant pay reduction for her. Given her level of experience and qualifications, it will be an attempt to stay competitive and support successful recruitment.

Based on the above, we believe step 5 is appropriate.

Funding Source: 005-1100-444.10-01

Requested Action: Board of Commissioner approval to start new hire, Brittany Felton, at Step 3 of Paygrade 416 for the position of Prevention Services Outreach Specialist.

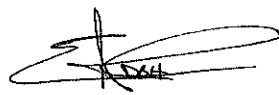
The Board of Commissioners will make a determination based on the following bona-fide factors:

- Education (substantive knowledge acquired through relevant coursework, as well as any completed certificated or degree)
- Training (on the job training acquired in current or past positions or through formal training program);
- Experience (must be relevant experience)
- Travel (if travel is necessary and regular for the employee)
- Workplace location (if different from regular workplace location)
- Any combination of the above

BOC only:
Consent Agenda _____
Regular Agenda _____

Date:

Signature of Dept. Head: _____



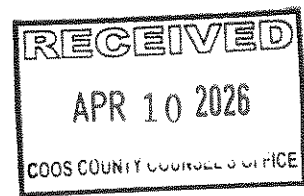
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Departments Affected:

COUNSEL: CT _____

TREASURER: MS _____

HUMAN RESOURCES: CM _____



BOC only
Consent Agenda
Regular Agenda

AGENDA ITEM COVERSHEET

Agenda Item Title: Additional Appropriations in the Coos County Fair Fund. Resolution # 20-04-036B

Department: Fair **Requested Agenda Date:** 04/21/2026

Contact Person: Lisa Dumire **Phone/Ext.:** 541-396-2200

Background and description of need or problem: Recently, the fair was able to have the Midway Pavilion built; however, there were not enough funds available after the build to have a roof installed. We have been lucky to receive \$27,000.00 in donations to cover the difference to have the roof installed.

Funding Source: Construction & Acquisition 451.60-14

Requested Action: Approve resolution # 20-04-036B

Date: 4/13/20 **Signature of Dept. Head:** *Lisa Dumire*

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County Counsel _____

Treasurer *MS* _____

Human Resources _____

30

1 BOARD OF COMMISSIONERS
2 COUNTY OF COOS
3 STATE OF OREGON

4 In the Matter of Making an Additional) RESOLUTION
5 Appropriation in the Amount of \$27,000) 26-04-036B
6 Within the County Fair Fund)

7 THIS MATTER HAVING COME BEFORE the Board of Commissioners at a meeting
8 held April 21, 2026, and whereas the County Fair Fund has received donations for the roof of
9 the Midway Pavilion in the amount of Twenty-seven Thousand Dollars (\$27,000); and

10 WHEREAS, the above stated amount was more than what was expected, an
11 unforeseen occurrence; and

12 WHEREAS, the above stated amount should be appropriated according to O.R.S.
13 294.338(3);

14 NOW, THEREFORE, BE IT RESOLVED that the amount of Twenty-seven Thousand
15 Dollars (\$27,000) be appropriated as follows:

16	301 COUNTY FAIR FUND	
17	Resources	
18	367.00-00 Donations	<u>\$27,000</u>
19	Expenditures	
20	4004 Fair Division	
21	Capital Outlay	
22	451.60-14 Construction & Acquisition	<u>\$27,000</u>

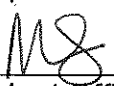
23 DATED THIS _____ day of April 2026.

24 BOARD OF COMMISSIONERS

25 _____
26 Commissioner

27 _____
28 Commissioner

Prepared by:


Budget Office

BOC only: Consent Agenda _____ Regular Agenda _____

AGENDA ITEM COVERSHEET

Agenda Item Title: Increase Budgeted Appropriations Resolution # 20-04-033B

Department: SCINT

Requested Agenda Date: 4/21/26

Contact Person: Gabe Fabrizio

Phone/Ext.: 7827

Background and description of need or problem: Request additional appropriations to continue paying for Expense this FY25-26. These funds are not from the general fund, they are Criminal Justice funds.

Funding Source: 019-0000-334.02-36

Requested Action: Request the board to approve appropriation resolution # 20-04-033B

Date: 4/6/26


Signature of Dept. Head: 

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County Counsel _____

Treasurer 

Human Resources _____



1 BOARD OF COMMISSIONERS
2 COUNTY OF COOS
3 STATE OF OREGON

4 In the Matter of Making an Additional) RESOLUTION
5 Appropriation in the Amount of \$45,400) 26-04-033B
6 Within the SCINT Fund)

7 THIS MATTER HAVING COME BEFORE the Board of Commissioners at a meeting held
8 April 21, 2026, and whereas the SCINT Fund has been awarded additional grant funds from the
9 Oregon Criminal Justice Commission in the amount of Forty-five Thousand Four Hundred
10 Dollars (\$45,400); and

11 WHEREAS, the above stated amount can only be used for the enforcement of the illegal
12 marijuana market which was not anticipated and was not included in the budget; and

13 WHEREAS, the above stated amount should be appropriated according to O.R.S.
14 294.338(2);

15 NOW, THEREFORE, BE IT RESOLVED that an additional amount of Forty-five Thousand
16 Four Hundred Dollars (\$45,400) be appropriated as follows:

17 019 SCINT FUND

18 Resources

19 334.02-36 CJC-Illegal MJ Market Enforcement \$45,400

20 Expenditures

21 1607 SCINT Division

22 Personnel Services

23 421.10-01 Regular Wages \$29,000

24 421.15-01 FICA 2,000

25 421.15-03 Insurance Benefits 6,400

26 421.22-27 <\$5000 Equipment 8,000

27 \$45,400
28

BOC only
Consent Agenda _____

Regular Agenda _____

AGENDA ITEM COVERSHEET

Agenda Item Title: District Medical Examiner Personal Service Contract with Lyndsey Cotton.

Department: Counsel/DA

Requested Agenda Date: 4/21/2026

Contact Person: Colton/Jody

Phone/Ext.: 7690/7550

Background and description of need or problem: The Coos County District Attorney's Office has a need for a Contractor to review certain cases and sign death certificates if/when the County's Medical Examiner is unavailable. Contractor shall assist the Coos County Medical Examiner's Office to certify and sign death certificates, provide limited diagnostic testing, and review cases.

Funding Source:

Requested Action: BOC to approve and sign the Personal Service Contract with Lyndsey Cotton to preform duties as the District Medical Examiner.

Date: 4/10/26

Signature of Dept. Head: Colton Toland

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County Counsel CT

Treasurer MS

Human Resources _____

3F

CONTRACT / GRANT SUMMARY FORM

Clerk's CJ No.: _____ (complete after filing) Contract/Agreement/Grant No.: _____ (if applicable)

Name/Agency Name and Address: District Medical Examiner, 1005 SW River Mist Ln, Grants Pass, OR 97527

Contact Person: Lyndsey Cotton Phone No: 541-410-5815 Email: fnp.lyndsey@gmail.com

Amount of Contract/Grant Award: \$ 1,500 monthly

Payment Terms: Upon submission of Invoices (state lump sum or amount and time of payments)

Effective Date: upon execution Start Date: _____ (if different from effective date, i.e. retroactive / prospective date)

End Date: 6/30/2028 (if known)

County Department and Employee Responsible for Performance: Jody Newby, District Attorney/Colton Totland, County Counsel

Description: District Medical Examiner Personal Service Contract

Staff Requirements: New Existing Subcontract

Will unemployment cost be incurred? Yes No

FINANCIAL INFORMATION (Fill out this section only if the County is receiving funds)

STATE %	OTHER %	FEDERAL % (CFDA # Required)	Catalog of Federal Domestic Asst. *(CFDA) Number

*CFDA is a five digit number in the following format: xx.xxx. The first two digits designate the federal agency and the last three the grant description. The following is a partial listing of the two digit agency identifier:

- 10.xxx USDA 14.xxx HUD 20.xxx USDOT 66.xxx EPA 84.xxx Dept. of Education
- 11.xxx Dept. of Commerce 16.xxx USDOJ 39.xxx General Svs. Admin. 83.xxx FEMA 93.xxx USDHHS

NOTE: If the contract/grant is associated with more than one CFDA number, each segment must have its own summary form.

New

Renewal
Previous Amount: \$
Previous Date:

Modification
Original Amount: \$
Original Date:

PUBLIC CONTRACTING INFORMATION (Fill out this section only if the County is spending funds)

Method of Selection:

- Bid None
- Quote Other CCR 10.220(3)(d)
- Proposal

Type of Contract:

- New (complete sections below)
- Renewal (no need to complete sections below)
- Modification (no need to complete sections below)

Type of Contract:

Goods and Services - If Not Using Bid or Proposal, Mark Exemption:

- Under \$10,000
- Under \$50,000 for Quotes
- Under \$150,000 & Approval from Board for Quotes
- Sole Source
- Contract with Public Agency

- Equipment Maintenance
- Office Supplies
- Used Vehicles
- State Purchasing
- Other _____

Public Improvement - If Not Using Bid, Mark Exemption:

- Under \$5,000
- Under \$50,000 for Quotes
- Between \$50,000 and \$100,000 for Quotes and Prevailing Wage Requirements

- Alternative Contracting Method Approved by Board
- Other _____

Personal Services Contract - If Not Using Proposal, Mark Exemption:

- Under \$50,000
- Under \$150,000 & Approval from Board

Will project be reported to Bureau of Labor for Prevailing Wages under ORS 279C.800? Yes No

Certificate of insurance required? Yes No

Date Approved by BOC: _____ Reviewed by Counsel: CT

BOC only: Consent Agenda _____
Regular Agenda _____

AGENDA ITEM COVERSHEET

Agenda Item Title: Oregon Dept. of Revenue Assessment and Taxation Grant

Department: Finance/Tax

Requested Agenda Date: 4/21/2026

Contact Person: Megan Simms

Phone/Ext.: 7730

Background and description of need or problem: Annual application for funding to remain in compliance with laws requiring equity and uniformity in the system of property taxation.

Funding Source: Oregon Dept. of Revenue

Requested Action: Approve and sign Resolution #26-04-034B

Date: 4/13/2026

Signature of Dept. Head: Megan Simms

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County Counsel _____

Treasurer MS _____

Human Resources _____

BOARD OF COMMISSIONERS
COUNTY OF COOS
STATE OF OREGON

In the Matter of the 2026-2027 Property)
Tax Program Grant Document) RESOLUTION 26-04-034B

THIS MATTER HAVING COME BEFORE the Board of Commissioners at a meeting held April 21, 2026, and whereas Coos County is applying to the Department of Revenue in order to participate in the County Assessment Function Funding Assessment Grant Program. This state grant provides funding for counties to help them come into compliance or remain in compliance with ORS 308.232, 308.234, Chapters 309, 310, 311, 312, and other laws requiring equity and uniformity in the system of property taxation; and

WHEREAS, Coos County has undertaken a self-assessment of its compliance with the laws and rules that govern the Oregon property tax system; and


WHEREAS, Coos County is generally in compliance with ORS 308.232, 308.234, Chapters 309, 310, 311, 312, and all requiring equity and uniformity in the system of property taxation; and

WHEREAS, Coos County agrees to appropriate the budgeted dollars based on 100 percent of the expenditures certified in the grant application in the amount of \$2,279,093, the total expenditure amount for consideration in the grant. If 100 percent is not appropriated, no grant shall be made to the county for the quarter in which the county is out of compliance;

NOW, THEREFORE, BE IT RESOLVED that the Property Tax Grant Document has been reviewed by the County Governing Body and constitutes the County's program to maintain and achieve compliance with the requirement of the Oregon property tax system. Coos County designates Megan Simms, phone number (541) 396-7730, e-mail address msimms@co.coos.or.us, as the county contact person for the grant application.

DATED THIS _____ day of April 2026.

BOARD OF COMMISSIONERS

Commissioner
Prepared by:

Budget Office

Commissioner

Commissioner

BOC only: _____
Consent Agenda _____
Regular Agenda _____

AGENDA ITEM COVERSHEET

Agenda Item Title: USGS Joint Funding Agreement or Stream Gages

Department: BOC

Requested Agenda Date: 4/21/26

Contact Person: John Sweet

Phone/Ext.: 7541

Background and description of need or problem: annual agreement to provide funding for 3 stream gages on the Coquille River

Funding Source: 001-9900-415.34-16 DOI- Geological Survey

Requested Action: Approval the joint funding agreement in the amount of \$13,850

Date:

Signature of Dept. Head: *John W. Sweet*

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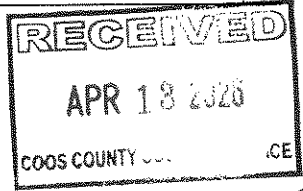
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County Counsel *CT*

Treasurer *MS*

Human Resources _____



3A

CONTRACT / GRANT SUMMARY FORM

Clerk's CJ No.: _____ (complete after filing) Contract/Agreement/Grant No.: _____ (if applicable)

Name/Agency Name and Address: USDOJ, USGS 601 SW 2nd Avenue, Portland OR 97204

Contact Person: Peter Koestner Phone No: 503-730-6709 Email: pkoestner@usgs.gov

Amount of Contract/Grant Award: \$ 13,850

Payment Terms: lump sum (state lump sum or amount and time of payments)

Effective Date: 10/1/26 Start Date: _____ (if different from effective date, i.e. retroactive / prospective date)

End Date: 9/30/26 (if known)

County Department and Employee Responsible for Performance: BOC

Description: stream gage joint funding agreement

Staff Requirements: New Existing Subcontract

Will unemployment cost be incurred? Yes No

FINANCIAL INFORMATION (Fill out this section only if the County is receiving funds)

STATE %	OTHER %	FEDERAL % (CFDA # Required)	Catalog of Federal Domestic Asst. *(CFDA) Number

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New

Renewal
Previous Amount: \$
Previous Date:

Modification
Original Amount: \$
Original Date:

PUBLIC CONTRACTING INFORMATION (Fill out this section only if the County is spending funds)

Method of Selection:

- Bid None
- Quote Other _____
- Proposal

Type of Contract:

- New (complete sections below)
- Renewal (no need to complete sections below)
- Modification (no need to complete sections below)

Type of Contract:

Goods and Services - If Not Using Bid or Proposal, Mark Exemption:

- Under \$10,000
- Under \$50,000 for Quotes
- Under \$150,000 & Approval from Board for Quotes
- Sole Source
- Contract with Public Agency

- Equipment Maintenance
- Office Supplies
- Used Vehicles
- State Purchasing
- Other _____

Public Improvement - If Not Using Bid, Mark Exemption:

- Under \$5,000
- Under \$50,000 for Quotes
- Between \$50,000 and \$100,000 for Quotes and Prevailing Wage Requirements

- Alternative Contracting Method Approved by Board
- Other _____

Personal Services Contract - If Not Using Proposal, Mark Exemption:

- Under \$50,000
- Under \$150,000 & Approval from Board

Will project be reported to Bureau of Labor for Prevailing Wages under ORS 279C.800? Yes No

Certificate of insurance required? Yes No

Date Approved by BOC: _____ Reviewed by Counsel: CT