

Summary of Department Head Meeting 1/22/19

Julie Schmelzer introduced herself and told the group that she would be working on the following issues:

1. Presentation to the BOC on the transient lodging tax.
2. Five county tax on marijuana grows.
3. Working with department heads and has asked them to do a quarterly report for the BOC and would like a 2 week from the financial department. The 2 week report could be difficult because we only do monthly financials.

Wendy Lang is having issues with the key fobs because they are not always working and that can be a real problem because she is sometimes called in at odd times. She would also like to have a list of those who have master fobs so that they can be contacted in case of emergencies.

Richard Christensen indicated that the road department is working on brush cutting along County roads as well as ditch maintenance. The road department also provided sand bags to the public during the storm last week for \$.25 per bag. They provided approximately 320 sand bags. The department now has 4000 sand bags on hand for other emergencies. During the storm there were a couple of rock slides that needed to be fixed. He is presently working on the County fleet of cars and suggested that department heads had input into the decisions that were being made about possible use for cars.

Louise Kallstrom gave out a budget calendar to department heads. Department heads have been requested to attend the January 30th quarterly budget meeting and many of them were concerned that they would have to be there all day and this would not be the most efficient use of their time. They would also like to know what specifically what is needed and what is wanted so that they could be prepared for the meeting. Could the use of e-mail be more efficient?

Julie Swift said that the employee hand book needs to be updated now that there is no longer an administrator position. She indicated that this would not

take a lot of time. All County employees now have their W-2s and on 3/19/19 and 3/20/19 CIS will be giving harassment training and supervisor training.

Shelley Denney indicated that the recorder's office is getting ready for two elections and that they have the new software for counting ballots.

Sheriff Ward we now have a partial fix for the towers and that we still do not have full communication ability in South County. ODOT contacted the department and indicated that they had some spare parts that Curry County could use to keep us up and running temporarily but he also said that we still need to go ahead with the implementation of a new system.