



March 24, 2022

Nazario Rivera  
Director of Public Health  
Morrow County Health Department  
110 N. Court St.  
Heppner, OR 97836

Dear Mr. Rivera,

The Oregon Health Authority, Emergency Medical Services and Trauma Systems Program (Authority) is responsible for ambulance service area plan review in the State of Oregon (ORS 682.204 to 682.991; OAR 333, Divisions 260, 255 and 265). The following information outlines the findings generated after an ambulance service area plan review.

The Authority finds Morrow County's Ambulance Service Area Plan complies with OAR 333-260-0000 through 333-260-0070. The Authority is pleased to approve Morrow County's Ambulance Service Area Plan.

The report is categorized into two sections which include Further Development Required and Recommendations. The county does not need to address the comments in the Recommendations section, but it is encouraged for a stronger ASA plan.

#### FURTHER DEVELOPMENT REQUIRED

*None.*

#### RECOMMENDATIONS

*None.*

Morrow County's Ambulance Service Area Plan will ensure that the residents of and visitors to the county will have access to efficient and effective prehospital emergency medical care and ambulance service.

Thank you,

Elizabeth Heckathorn  
Deputy Director, EMS & Trauma Systems  
Oregon Health Authority, Public Health Division  
[elizabeth.e.heckathorn@state.or.us](mailto:elizabeth.e.heckathorn@state.or.us)

cc: Morrow County Ambulance Service Area Advisory Committee


**CERTIFICATION  
OF  
MORROW COUNTY  
AMBULANCE SERVICE AREA PLAN**


The undersigned certify, pursuant to Oregon Administrative Rule 333-260-0030(2)(a)(b)(c), that:

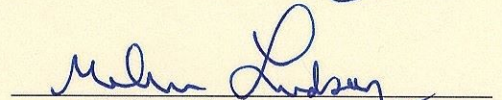
1. Each subject or item contained in the Morrow County Ambulance Service Area Plan has been addressed and considered in the adoption of the Plan by this body.
2. In this governing body's judgement, the Ambulance Service Areas established in the Plan provide for the efficient and effective provision of ambulance services.
3. To the extent they are applicable, the County has complied with ORS 682.205(2)(3) and 682.335 and existing local ordinances and rules.

Dated at Heppner, Oregon, this 28<sup>th</sup> day of April 2021.

**MORROW COUNTY BOARD OF COMMISSIONERS  
MORROW COUNTY, OREGON**

  
Don Russell, Chair

  
Jim Doherty, Commissioner

  
Melissa Lindsay, Commissioner



P.O. Box 788 • Heppner, OR 97836  
541-676-5613  
www.co.morrow.or.us

## Board of Commissioners

Commissioner Don Russell, Chair  
Commissioner Jim Doherty  
Commissioner Melissa Lindsay

April 28, 2021

Elizabeth E. Heckathorn  
Deputy Director  
Oregon Health Authority  
Public Health Division  
EMS and Trauma Systems  
800 N.E. Oregon Street, Suite 305  
Portland, OR 97232

Dear Ms. Heckathorn,

The Morrow County Board of Commissioners verifies the acceptance of the Mass Casualty Incident Plan, as presented in the Morrow County 2021 Ambulance Service Area Plan required by the State of Oregon for each individual County.

Sincerely,

Handwritten signature of Don Russell in blue ink.

Don Russell  
Chair

Handwritten signature of Jim Doherty in blue ink.

Jim Doherty  
Commissioner

Handwritten signature of Melissa Lindsay in blue ink.

Melissa Lindsay  
Commissioner

## Emily Roberts

---

**From:** Darrell Green <dgreen@co.morrow.or.us>  
**Sent:** Thursday, March 24, 2022 1:57 PM  
**To:** Emily Roberts  
**Cc:** Donna Sherman; Troy S. Bundy; Amy K. Robertson  
**Subject:** RE: ASA  
**Attachments:** Morrow County ASA Plan Signed Letter - 2022.pdf

\*\*\* CAUTION! This email came from outside the Morrow County Health District network. Do not open attachments or click links if you do not recognize the sender. \*\*\*

Hello Emily,

I just received this signed letter from OHA. The ASA Plan has been approved!

Thank you,

Darrell J. Green  
Morrow County Administrator  
(541) 676-2529  
P.O. Box 788  
110 N. Court St.  
Heppner, OR 97836  
Email: [dgreen@co.morrow.or.us](mailto:dgreen@co.morrow.or.us)

---

**From:** Emily Roberts <[emilyr@moco hd.org](mailto:emilyr@moco hd.org)>  
**Sent:** Monday, March 21, 2022 1:32 PM  
**To:** Darrell Green <[dgreen@co.morrow.or.us](mailto:dgreen@co.morrow.or.us)>  
**Cc:** Donna Sherman <[donnas@moco hd.org](mailto:donnas@moco hd.org)>; Troy S. Bundy <[TSB@hartwagner.com](mailto:TSB@hartwagner.com)>; Amy K. Robertson <[AKR@hartwagner.com](mailto:AKR@hartwagner.com)>  
**Subject:** [BULK] RE: ASA

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Thanks! Just as a heads up, Boardman Fire is alleging that we're out of compliance with the ASA, however, since we've responded to OHA's request within the timeframes addressing the issues as requested, I would maintain that we are in compliance.

*Emily Reynolds Roberts*  
Chief Executive Officer  
Morrow County Health District  
564 E Pioneer Drive  
Heppner, OR 97836  
Phone: 541-676-2915  
Website: [www.healthymc.org](http://www.healthymc.org)



---

**From:** Darrell Green <[dgreen@co.morrow.or.us](mailto:dgreen@co.morrow.or.us)>  
**Sent:** Monday, March 21, 2022 1:29 PM  
**To:** Emily Roberts <[emilyr@moco hd.org](mailto:emilyr@moco hd.org)>  
**Cc:** Donna Sherman <[donnas@moco hd.org](mailto:donnas@moco hd.org)>  
**Subject:** RE: ASA

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Hello Emily,

I appreciate the follow up. Kimberly Voelker, with OHA, said she expected to have the plan to me within the next week. Her email was dated 3/15. I hope to see something by the end of this week. As soon as I do, I will let you and Donna know we have an approved ASA plan.

Thank you,

Darrell J. Green  
Morrow County Administrator  
(541) 676-2529  
P.O. Box 788  
110 N. Court St.  
Heppner, OR 97836  
Email: [dgreen@co.morrow.or.us](mailto:dgreen@co.morrow.or.us)

---

**From:** Emily Roberts <[emilyr@moco hd.org](mailto:emilyr@moco hd.org)>  
**Sent:** Monday, March 21, 2022 1:22 PM  
**To:** Darrell Green <[dgreen@co.morrow.or.us](mailto:dgreen@co.morrow.or.us)>  
**Cc:** Donna Sherman <[donnas@moco hd.org](mailto:donnas@moco hd.org)>  
**Subject:** [BULK] ASA

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Good afternoon,

I wanted to follow up on the 12/6/21 e-mail regarding changes to the ASA requested by OHA. Did OHA approve those changes?

Best,

*Emily Reynolds Roberts*  
Chief Executive Officer

Morrow County Health District

564 E Pioneer Drive

Heppner, OR 97836

Phone: 541-676-2915

Website: [www.healthymc.org](http://www.healthymc.org)

Strengths: ● Input ● Strategic ● Relator ● Achiever ● Activator



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## RE: Morrow County Ambulance Service Area Plan

Darrell Green <dgreen@co.morrow.or.us>

Mon 12/6/2021 1:17 PM

To: Emily Roberts <emilyr@moco hd.org>; Rusty Estes <estesr@moco hd.org>

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Good afternoon Emily,

Thank you for sending this over. I will forward the documents to OHA.

Darrell

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**From:** Emily Roberts <emilyr@moco hd.org>

**Sent:** Monday, December 6, 2021 11:01 AM

**To:** Darrell Green <dgreen@co.morrow.or.us>; Rusty Estes <estesr@moco hd.org>

**Subject:** RE: Morrow County Ambulance Service Area Plan

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Good morning,

Darrell, I've attached both a clean copy and a track changes copy (requested by the State). Please let me know if you need more info or want to discuss.

Best,

*Emily Reynolds Roberts, M.Ed., CCEP*

Interim Chief Executive Officer

Morrow County Health District

564 E Pioneer Drive

Heppner, OR 97836

Phone: 541-676-2915

Website: [www.healthymc.org](http://www.healthymc.org)



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**From:** Darrell Green <dgreen@co.morrow.or.us>

**Sent:** Friday, December 3, 2021 8:05 AM

**To:** Rusty Estes <estesr@moco hd.org>

**Cc:** Emily Roberts <emilyr@moco hd.org>

**Subject:** RE: Morrow County Ambulance Service Area Plan

**\*\*\* CAUTION! This email came from outside the Morrow County Health District network. Do not open attachments or click links if you do not recognize the sender. \*\*\***

Good morning Rusty,

I hope you had a nice Thanksgiving!

I wanted to circle back to get an update on the ASA plan. When you get a chance, please let me know when you think this will be ready for me to send back to OHA.

Thank you and Happy Friday!

Darrell

---

**From:** Rusty Estes <[estesr@mocohd.org](mailto:estesr@mocohd.org)>  
**Sent:** Wednesday, November 10, 2021 9:28 AM  
**To:** Darrell Green <[dgreen@co.morrow.or.us](mailto:dgreen@co.morrow.or.us)>  
**Cc:** Emily Roberts <[emilyr@mocohd.org](mailto:emilyr@mocohd.org)>  
**Subject:** RE: Morrow County Ambulance Service Area Plan

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Darrell,  
Emily and myself did a zoom meeting yesterday with Elizabeth from OHA and got all the information they want in the ASA, Emily will be typing that out and we will get you a corrected copy to send in.  
If you need anything just let us know.  
Thank you  
Rusty

---

**From:** Darrell Green <[dgreen@co.morrow.or.us](mailto:dgreen@co.morrow.or.us)>  
**Sent:** Monday, November 8, 2021 10:41 AM  
**To:** Rusty Estes <[estesr@mocohd.org](mailto:estesr@mocohd.org)>  
**Subject:** RE: Morrow County Ambulance Service Area Plan

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Hello Rusty,

I have not heard from Emily since I sent the email last Thursday.

Thanks,  
Darrell

---

**From:** Rusty Estes <[estesr@mocohd.org](mailto:estesr@mocohd.org)>  
**Sent:** Monday, November 8, 2021 9:32 AM  
**To:** Darrell Green <[dgreen@co.morrow.or.us](mailto:dgreen@co.morrow.or.us)>  
**Subject:** RE: Morrow County Ambulance Service Area Plan

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Darrell,  
Has Emily got with you on this issue.  
Rusty

---

**From:** Darrell Green <[dgreen@co.morrow.or.us](mailto:dgreen@co.morrow.or.us)>  
**Sent:** Wednesday, November 3, 2021 4:42 PM



To: Rusty Estes <[estesr@moco hd.org](mailto:estesr@moco hd.org)>

Subject: FW: Morrow County Ambulance Service Area Plan

\*\*\* CAUTION! This email came from outside the Morrow County Health District network. Do not open attachments or click links if you do not recognize the sender. \*\*\*

Hello Rusty,

Here is the letter we received back from the State/OHA about the ASA plan. Hopefully this is a simple fix. Let me know if I can be of some assistance.

Thanks,  
Darrell

---

From: VOELKER KIMBERLY <[KIMBERLY.N.VOELKER@dhs oha.state.or.us](mailto:KIMBERLY.N.VOELKER@dhs oha.state.or.us)>

Sent: Wednesday, November 3, 2021 2:44 PM

To: Darrell Green <[dgreen@co.morrow.or.us](mailto:dgreen@co.morrow.or.us)>

Cc: Heckathorn Elizabeth E <[ELIZABETH.E.HECKATHORN@dhs oha.state.or.us](mailto:ELIZABETH.E.HECKATHORN@dhs oha.state.or.us)>; Rausch-Scott Stella M <[STELLA.M.RAUSCH-SCOTT@dhs oha.state.or.us](mailto:STELLA.M.RAUSCH-SCOTT@dhs oha.state.or.us)>

Subject: RE: Morrow County Ambulance Service Area Plan

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Dear Darrell,

I want to take a moment to thank you for your patience as OHA has worked to review Morrow County's Ambulance Service Area (ASA) plan. We know that this plan takes time, energy, and a lot of processing and coordination for your team.

Attached to this message is Morrow County's signed ASA Review Letter. Please be aware that we are only sending this letter electronically unless the county otherwise requests a hard copy. Please respond to this message to provide receipt of email to be saved for our files.

In our letter, we request some changes be made to the ASA plan. Please let me know if you have any questions about the areas that need further development or our recommendations.

Thank you again for your help in this process.

Sincerely,

**Kimberly N. Voelker, MPH**

Operations & Policy Analyst

OREGON HEALTH AUTHORITY

Public Health Division

EMS & Trauma Systems

Direct: (971)-803-0914

---

From: Darrell Green <[dgreen@co.morrow.or.us](mailto:dgreen@co.morrow.or.us)>

Sent: Wednesday, November 3, 2021 12:49 PM

To: VOELKER KIMBERLY <[KIMBERLY.N.VOELKER@dhs oha.state.or.us](mailto:KIMBERLY.N.VOELKER@dhs oha.state.or.us)>

Subject: RE: Morrow County Ambulance Service Area Plan

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**Think twice** before clicking on links or opening attachments. This email came from outside our organization and might not be safe. If you are not expecting an attachment, contact the sender before opening it.

Thank you! We are planning to bring back our Ambulance provider to get an update and thought this would add to the conversation. Darrell

---

**From:** VOELKER KIMBERLY <[KIMBERLY.N.VOELKER@dhsosha.state.or.us](mailto:KIMBERLY.N.VOELKER@dhsosha.state.or.us)>  
**Sent:** Wednesday, November 3, 2021 10:29 AM  
**To:** Darrell Green <[dgreen@co.morrow.or.us](mailto:dgreen@co.morrow.or.us)>  
**Subject:** RE: Morrow County Ambulance Service Area Plan

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Hello Darrell,

Thank you for reaching out. I am on the final stages of writing the county's letter and expect to have it back to you later today or tomorrow.

Best wishes,

**Kimberly N. Voelker, MPH**  
Operations & Policy Analyst  
OREGON HEALTH AUTHORITY  
Public Health Division  
EMS & Trauma Systems  
Direct: (971)-803-0914

---

**From:** Darrell Green <[dgreen@co.morrow.or.us](mailto:dgreen@co.morrow.or.us)>  
**Sent:** Tuesday, November 2, 2021 7:58 AM  
**To:** VOELKER KIMBERLY <[KIMBERLY.N.VOELKER@dhsosha.state.or.us](mailto:KIMBERLY.N.VOELKER@dhsosha.state.or.us)>  
**Subject:** RE: Morrow County Ambulance Service Area Plan

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Good morning Kimberly,

Hope you are doing well! Thought I would check back in on our ASA plan.

Thank you,  
Darrell

---

**From:** VOELKER KIMBERLY <[KIMBERLY.N.VOELKER@dhsosha.state.or.us](mailto:KIMBERLY.N.VOELKER@dhsosha.state.or.us)>  
**Sent:** Wednesday, September 1, 2021 10:05 AM  
**To:** Darrell Green <[dgreen@co.morrow.or.us](mailto:dgreen@co.morrow.or.us)>  
**Subject:** RE: Morrow County Ambulance Service Area Plan

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Good morning Darrell,

Thank you for reaching out about Morrow County's ASA plan. Due to recent events, our office has been slightly delayed in reviewing these ASA plans. I am planning on having Morrow County's plan reviewed and the letter returned to you by the end of this month.

Thank you for your patience, and please let me know if you have any further questions about the review process.

Best wishes,

**Kimberly N. Voelker, MPH**  
Operations & Policy Analyst  
OREGON HEALTH AUTHORITY  
Public Health Division  
EMS & Trauma Systems  
Direct: (971)-803-0914

---

**From:** Darrell Green <[dgreen@co.morrow.or.us](mailto:dgreen@co.morrow.or.us)>  
**Sent:** Tuesday, August 31, 2021 5:07 PM  
**To:** VOELKER KIMBERLY <[KIMBERLY.N.VOELKER@dhsosha.state.or.us](mailto:KIMBERLY.N.VOELKER@dhsosha.state.or.us)>  
**Subject:** RE: Morrow County Ambulance Service Area Plan

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Hello Kimberly,

Wanted to check back in with you as we have not received a letter about our ASA plan. When you get a chance would you let me know the status of the review of our ASA plan?

Thank you,

Darrell J. Green  
Morrow County Administrator  
(541) 676-2529  
P.O. Box 788  
110 N. Court St.  
Heppner, OR 97836  
Email: [dgreen@co.morrow.or.us](mailto:dgreen@co.morrow.or.us)



---

**From:** VOELKER KIMBERLY <[KIMBERLY.N.VOELKER@dhsosha.state.or.us](mailto:KIMBERLY.N.VOELKER@dhsosha.state.or.us)>  
**Sent:** Wednesday, May 5, 2021 1:28 PM

**To:** Darrell Green <[dgreen@co.morrow.or.us](mailto:dgreen@co.morrow.or.us)>  
**Cc:** Nazario Rivera <[nrivera@co.morrow.or.us](mailto:nrivera@co.morrow.or.us)>; Rausch-Scott Stella M <[STELLA.M.RAUSCH-SCOTT@dhsoba.state.or.us](mailto:STELLA.M.RAUSCH-SCOTT@dhsoba.state.or.us)>; Rusty Estes <[estesr@mocohd.org](mailto:estesr@mocohd.org)>  
**Subject:** RE: Morrow County Ambulance Service Area Plan

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Dear Darrell,

Thank you for submitting Morrow County's ASA plan. The EMS program has 60 days to review this plan and send a letter summarizing our findings. As I discussed previously, you can expect to receive one of two letters from our office:

- Letter 1: Will contain a list of changes needed for the plan to be in compliance with the state EMS requirements, as well as recommendations on how to strengthen the plan
- Letter 2: A signed letter of approval from OHA

Please let me know if you have any questions about the review process, and thank you for your help in getting this process underway.

Sincerely,

**Kimberly N. Voelker, MPH**  
Operations & Policy Analyst  
EMS & Trauma Systems  
OREGON HEALTH AUTHORITY  
Public Health Division  
Direct: (971)-803-0914

---

**From:** Darrell Green <[dgreen@co.morrow.or.us](mailto:dgreen@co.morrow.or.us)>  
**Sent:** Thursday, April 29, 2021 10:36 AM  
**To:** VOELKER KIMBERLY <[KIMBERLY.N.VOELKER@dhsoba.state.or.us](mailto:KIMBERLY.N.VOELKER@dhsoba.state.or.us)>  
**Cc:** Nazario Rivera <[nrivera@co.morrow.or.us](mailto:nrivera@co.morrow.or.us)>; Rausch-Scott Stella M <[STELLA.M.RAUSCH-SCOTT@dhsoba.state.or.us](mailto:STELLA.M.RAUSCH-SCOTT@dhsoba.state.or.us)>; Rusty Estes <[estesr@mocohd.org](mailto:estesr@mocohd.org)>  
**Subject:** RE: Morrow County Ambulance Service Area Plan

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Good morning Kimberly,

Attached is Morrow County's ASA plan. Please let us know if you have any questions.

Thank you,

Darrell J. Green  
Morrow County Administrator  
(541) 676-2529  
P.O. Box 788  
110 N. Court St.  
Heppner, OR 97836  
Email: [dgreen@co.morrow.or.us](mailto:dgreen@co.morrow.or.us)



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**From:** VOELKER KIMBERLY <[KIMBERLY.N.VOELKER@dhsoha.state.or.us](mailto:KIMBERLY.N.VOELKER@dhsoha.state.or.us)>  
**Sent:** Thursday, April 29, 2021 9:27 AM  
**To:** Darrell Green <[dgreen@co.morrow.or.us](mailto:dgreen@co.morrow.or.us)>  
**Cc:** Nazario Rivera <[nrivera@co.morrow.or.us](mailto:nrivera@co.morrow.or.us)>; Rausch-Scott Stella M <[STELLA.M.RAUSCH-SCOTT@dhsoha.state.or.us](mailto:STELLA.M.RAUSCH-SCOTT@dhsoha.state.or.us)>  
**Subject:** RE: Morrow County Ambulance Service Area Plan

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Good Morning Darrell,

Yes, please provide a copy of the county's ASA plan to both myself and Stella when you are ready to submit.

Best wishes,

**Kimberly N. Voelker, MPH**  
Operations & Policy Analyst  
EMS & Trauma Systems  
OREGON HEALTH AUTHORITY  
Public Health Division  
Direct: (971)-803-0914

---

**From:** Darrell Green <[dgreen@co.morrow.or.us](mailto:dgreen@co.morrow.or.us)>  
**Sent:** Wednesday, April 28, 2021 3:29 PM  
**To:** VOELKER KIMBERLY <[KIMBERLY.N.VOELKER@dhsoha.state.or.us](mailto:KIMBERLY.N.VOELKER@dhsoha.state.or.us)>  
**Cc:** Nazario Rivera <[nrivera@co.morrow.or.us](mailto:nrivera@co.morrow.or.us)>; Rausch-Scott Stella M <[STELLA.M.RAUSCH-SCOTT@dhsoha.state.or.us](mailto:STELLA.M.RAUSCH-SCOTT@dhsoha.state.or.us)>  
**Subject:** RE: Morrow County Ambulance Service Area Plan

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Hello Kimberly,

We are prepared to submit our ASA plan. Would like for me to scan our ASA plan to you and Stella?

Thank you,  
Darrell

---

**From:** VOELKER KIMBERLY <[KIMBERLY.N.VOELKER@dhsoha.state.or.us](mailto:KIMBERLY.N.VOELKER@dhsoha.state.or.us)>  
**Sent:** Thursday, February 25, 2021 7:47 AM  
**To:** Darrell Green <[dgreen@co.morrow.or.us](mailto:dgreen@co.morrow.or.us)>

Cc: Nazario Rivera <[nrivera@co.morrow.or.us](mailto:nrivera@co.morrow.or.us)>; Rausch-Scott Stella M <[STELLA.M.RAUSCH-SCOTT@dhsoba.state.or.us](mailto:STELLA.M.RAUSCH-SCOTT@dhsoba.state.or.us)>

**Subject:** RE: Morrow County Ambulance Service Area Plan

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Good Morning Darrell,

We are requesting that Morrow County submit an updated Ambulance Service Area (ASA) plan no later than Monday, May 3<sup>rd</sup>, 2021. However, if the county needs additional time to draft the ASA plan, please let me know – I will document your request for an extension and adjust our review calendar accordingly.

Thank you,

**Kimberly N. Voelker, MPH**  
Operations & Policy Analyst  
EMS & Trauma Systems  
OREGON HEALTH AUTHORITY  
Public Health Division  
Direct: (971)-803-0914

---

**From:** Darrell Green <[dgreen@co.morrow.or.us](mailto:dgreen@co.morrow.or.us)>  
**Sent:** Wednesday, February 24, 2021 8:02 AM  
**To:** VOELKER KIMBERLY <[KIMBERLY.N.VOELKER@dhsoba.state.or.us](mailto:KIMBERLY.N.VOELKER@dhsoba.state.or.us)>  
**Cc:** Nazario Rivera <[nrivera@co.morrow.or.us](mailto:nrivera@co.morrow.or.us)>  
**Subject:** FW: Morrow County Ambulance Service Area Plan

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Good morning Kimberly,

We are working on the ASA Plan. What is the due date for us to get this to you?

Thank you,

Darrell J. Green  
Morrow County Administrator  
(541) 676-2529  
P.O. Box 788  
110 N. Court St.  
Heppner, OR 97836  
Email: [dgreen@co.morrow.or.us](mailto:dgreen@co.morrow.or.us)



**From:** Nazario Rivera  
**Sent:** Monday, February 1, 2021 8:55 PM  
**To:** Darrell Green <[dgreen@co.morrow.or.us](mailto:dgreen@co.morrow.or.us)>  
**Subject:** FW: Morrow County Ambulance Service Area Plan

Good evening,

I received this email today. Should I be connecting with John Bowles for this. Who else might be a good contact in our county? Any guidance would be helpful.

Thanks,  
Naz

---

**From:** VOELKER KIMBERLY <[KIMBERLY.N.VOELKER@dhsoha.state.or.us](mailto:KIMBERLY.N.VOELKER@dhsoha.state.or.us)>  
**Sent:** Monday, February 1, 2021 2:11 PM  
**To:** Sheree Smith <[ssmith@co.morrow.or.us](mailto:ssmith@co.morrow.or.us)>  
**Cc:** Rausch-Scott Stella M <[STELLA.M.RAUSCH-SCOTT@dhsoha.state.or.us](mailto:STELLA.M.RAUSCH-SCOTT@dhsoha.state.or.us)>  
**Subject:** Morrow County Ambulance Service Area Plan

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Dear Morrow County Emergency Preparedness Program,

I hope you are all staying healthy and safe. I am reaching out to you in regards to Morrow County's Ambulance Service Area (ASA) plan and to find out who the county's contact person is for this plan.

The EMS & Trauma Systems Program, part of the Oregon Health Authority, is required under state law to review the county's ASA plan at least every five years to ensure that the ASA plan is compliant with the relevant statutes and administrative rules. If our review finds that the ASA plan is not compliant with existing statutes and administrative rules, we will send the county a letter stating what changes are needed for Morrow County's plan to be compliant with Oregon's EMS rules.

Since Morrow County's ASA plan has not been reviewed by OHA for more than five years, we are prioritizing the county's ASA plan for review in 2021. After review, the county can expect one of two letters to be sent to the contact person designated by the county:

- Letter 1: Will contain a list of changes needed before the plan can be approved, as well as recommendations for how to strengthen the plan
- Letter 2: A signed letter of approval from OHA

According to our records, the last time OHA issued approval for Morrow County's ASA plan was 1993. Therefore, we are asking that the county please submit an updated plan to our office no later than **Monday, May 3<sup>rd</sup>, 2021**. If the county needs additional time to gather the relevant documents, please let me know – I will document this request and adjust our review calendar accordingly. After the county submits the plan, OHA will then have 60 days to issue a review letter.

Thank you for your help in this matter. If you have any questions about the review process, please let me know.

Sincerely,

**Kimberly N. Voelker, MPH**  
Operations & Policy Analyst

EMS & Trauma Systems  
OREGON HEALTH AUTHORITY  
Public Health Division  
Direct: (971)-803-0914

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**Morrow County Board of Commissioners Meeting Minutes**  
**February 24, 2021**  
**Bartholomew Building Upper Conference Room**  
**Heppner, Oregon**

**Present In-Person**

Chair Don Russell, Commissioner Jim Doherty, Commissioner Melissa Lindsay, Mike Gorman, Darrell J. Green, Kate Knop, Roberta Lutchter, Tamra Mabbott, Justin Nelson; Non-Staff: Rusty Estes, Ryan Fowler, Michael Hughes, John Murray

**Present Via Zoom**

Staff: SaBrina Bailey Cave, Lindsay Grogan, Eric Imes, Katie Imes, Deanne Irving, Jaylene Papineau, Sandi Pointer, Matt Scrivner, Linda Skendzel, Heidi Turrell, Gregg Zody; Non Staff: Ryan DeGrofft, Torrie Griggs, Erika Lasater, Lisa Mittelsdorf, Ed Orloski, Lisa P. (unidentified) Debbie Pedro, Kim Rill, James Shannon, Greg Smith, Loren Snow, Rick Stokoe, David Sykes

**Call to Order, Pledge of Allegiance and Roll Call:** 9:00 a.m.

**City & Citizen Comments:** John Murray, Morrow County Health District Board Member, requested to have a discussion in the future about improvements at the Lexington Airport. In particular, an update to the weather monitoring system for pilots, he said.

**Open Agenda:** No items

**Consent Calendar:**

*Commissioner Doherty moved to approve the following items in the Consent Calendar:*

1. *Accounts Payable and Payroll Payables*
2. *Order No. ORD-2021-5: In the Matter of Cancellation of Personal Property Taxes (for accounts listed in Exhibit A); and the accompanying Petition*

*Commissioner Lindsay seconded. Unanimous approval.*

**Legislative Updates**

Commissioner Lindsay said she was notified of House Bill 2253 and asked to monitor its progress. She asked Representative Greg Smith for comment as he was already attending via Zoom for a different agenda item. [Oregon Legislative Information System website: Bill Title: Relating to a surcharge on Paycheck Protection Program loan proceeds; prescribing an effective date; providing for revenue raising that requires approval by a three-fifths majority. Summary: Imposes surcharge based on amounts of forgiven loans received by corporate excise or personal income taxpayer through Paycheck Protection Program of Coronavirus Aid, Relief, and Economic Security (CARES) Act. Applies to tax years beginning on or after January 1, 2020 and before January 1, 2021.]

Rep. Smith explained the State of Oregon is connected to Federal tax law in order to help streamline processes. He said part of the conversation has been whether or not to disconnect parts of the Oregon tax law that are currently connected to Federal tax law. He also said when he looks at it from the point of view as Co-Vice Chair of the Joint Committee on Ways and Means, he questions how the State can maintain services, especially after the fires last summer. In the end, the right thing to do is not tax those dollars, he said.

## **Business Items**

### 2021 Ambulance Service Area (ASA) Plan from the Morrow County Health District

Rusty Estes, Emergency Medical Services (EMS) Coordinator

Mr. Estes said MCHD's Plan was up for renewal with the State in a few months. He asked if the Board had any questions about the Plan he submitted for their review.

Chair Russell turned the floor over to Michael Hughes, Chief of the Boardman Fire Rescue District, whom he said was here for a specific reason.

Chief Hughes said he would propose a different ASA model and offered to return at a later date for a more in-depth discussion or he could provide the information today. The Commissioners asked him to provide an overview. Chief Hughes' proposal was to split the County into two different ASAs, with Boardman Fire taking the Boardman-Irrigon area. After a lengthy discussion, it was agreed to discuss this again during a Work Session on March 17<sup>th</sup>. Commissioner Doherty made a point of asking MCHD and BFRD to return on the 17<sup>th</sup> "as a united front."

### Review Draft Resolution No. R-2021-2: A Resolution in Support of Columbia Development Authority (CDA) and Commitment to Preserve and Maintain South Trail (at the Umatilla Army Depot)

CDA: Greg Smith, Ed Orloski, Debbie Pedro, Loren Snow (Schwabe, Williamson & Wyatt)

Justin Nelson, County Counsel

Tamra Mabbott, Planning Director

As background, the CDA presented similar resolutions to both Morrow and Umatilla Counties for the protection of a section of the Oregon Trail and a munitions igloo that was the site of a deadly explosion in 1944.

Mr. Nelson presented two draft resolutions for review. One with "County protects or preserves" verbiage and another with "County owns" verbiage. He said a third option could be one that brings in a third party.

Mr. Smith asked Mr. Snow to review a version he modified, which he proceeded to do.

After discussion, Commissioner Doherty said he was comfortable with moving forward with the County owning it but wanted it clear if the County takes over and preserves the area, it would be after CDA transfers it out of their ownership and they'd fulfill the requirements of Programmatic Agreement. The County would take it in a preserved state and continue to preserve it. Mr. Smith replied, "Yes."

*Commissioner Doherty moved to approve the version of Resolution No. R-2021-2 that has the County taking ownership. Chair Russell seconded. Unanimous approval.*

### New Federal Funding for Public Transportation

Katie Imes, Coordinator, The Loop

The Oregon Department of Transportation receives Federal Transit Authority funds specifically for rural areas with a population of 50,000, or less. Morrow County receives the so-called

Section 5311 funds. Ms. Imes presented the Morrow County draft 5311 Start-Up Proposal compiled by ODOT's Region 5 Regional Transit Coordinator, Frank Thomas, that will be presented to the Public Transportation Advisory Committee. The Commissioners agreed with the proposal moving forward through the process.

Award Bid & Contract for Diesel, Gasoline, Lubricants and Aviation Fuels

Matt Scrivner, Public Works Director

Mr. Scrivner said after reviewing the bids, Public Works recommended Devin Oil to be the supplier for all four products.

*Commissioner Doherty moved to award Devin Oil Co., Inc., three-year contracts, beginning February 17, 2021 and ending February 17, 2024, for the following: Gasoline; Diesel; Aviation Fuel; and Lubricants. Commissioner Lindsay seconded. Unanimous approval.*

Irrigon Building Loan Documents

Kate Knop, Finance Director

James Shannon, Counsel for the County overseeing the Credit Bond

Ms. Knop briefly reviewed the document package and Mr. Shannon responded to several questions from the Commissioners. Ms. Knop noted a motion was not needed today because the Board approved Resolution No. R-2021-3 last week which authorized the financing agreement and designated the Chair or the Administrator as the Authorized Representative. The documents were prepared with signature by the Administrator, she added.

**Break:** 10:10-10:22 a.m.

Draft Intergovernmental Agreement with Morrow County School Districts Regarding the Wheatridge Project Strategic Investment Program Agreement

Richard Tovey, County Counsel

Mr. Tovey said both school districts signed the document and it was now ready for action by the Board.

*Commissioner Doherty moved to approve the Intergovernmental Agreement for STEM (Science, Technology, Engineering and Mathematics) and STEAM (Art and Music) Education with Morrow County School District #1 and Ione School District; duration of the agreement will be July 1, 2021 through December 31, 2035; and authorize Chair Russell to sign on behalf of the County. Commissioner Lindsay seconded. Unanimous approval.*

Draft Grant Application Form

Gregg Zody, Community Development Director

Several modifications were made to Mr. Zody's draft application form, and a discussion took place about which type of 501(c) organizations should be eligible to receive funds. The Commissioners agreed to limit it to 501(c)(3): Charitable Organizations; and 501(c)(8): Fraternal Beneficiary Societies and Associations.

Ms. Knop reported the total funds available to grant: \$201,538. Chair Lindsay clarified the Tillamook County Creamery Association portion, \$135,000, needed to be granted within TCCA's parameters when they gave the funds to the County (hospitality and restaurant focused). The Commissioners designated Chair Russell to serve on the application review committee with Mr. Zody, Ms. Knop and Mr. Green.

#### State and Local Coronavirus Fiscal Recovery Funds

The Commissioners decided a letter should be sent to the Federal congressional delegation stating funding should come directly to counties. It was agreed the letter might have more impact coming from the Executive Committee of the Emergency Operations Center Team.

#### Emergency Operations Center Update

- Mr. Green said the recent winter storms impacted the delivery of vaccines. The County has been exploring the use of volunteers at vaccine point-of-distribution (POD) events to help with monitoring patients, data entry, etc.

#### COVID Pay Extensions

The Commissioners agreed to have a discussion in the fall about whether to pay employees in quarantine who choose not to be vaccinated. Mr. Green said the EOC Team would be obtaining outside guidance on what can and can't be done.

*Commissioner Lindsay moved to extend COVID Paid Leave through March 31, 2021. Commissioner Doherty seconded. Unanimous approval.*

#### Building Projects Updates

- Commissioner Lindsay said the easement for the Sheriff Station 2 Building to allow access to the property was recorded. The plat was currently in the Assessor's Office and then should go to the Clerk's Office to be recorded. County Counsel will draft the title transfer document next. The Commissioners agreed not to obtain title insurance, when Commissioner Lindsay asked.
- Mr. Green said the snow caused some delays in Irrigon, which now means the concrete should be poured within the week. The steel building structure should arrive in a few weeks.

#### Administrator's Evaluation

Chair Russell said this was listed on the agenda in case it was needed following the Executive Session.

#### **Department Reports**

- The Road Department Monthly Report was reviewed by Eric Imes, Assistant Road Master.
- The Finance Department Quarterly Report was reviewed by Kate Knop, Director.

#### **Correspondence**

- Department of Revenue, Notice to Taxing Districts: Approval of the Description and Map for Annexation to the Boardman Rural Fire Protection District; and name change to Boardman Fire Rescue District.

### **Commissioner Reports**

Provided by the Commissioners.

**Adjourned Regular Meeting:** 12:05 p.m.

### **Comments Prior to Executive Session**

Chair Russell said no decisions were anticipated following either Executive Session.

**Break:** 12:05-12:10 p.m.

**12:11 p.m. Executive Session:** Pursuant to ORS 192.660(2)(d) – To conduct deliberations with persons designated by the governing body to carry on labor negotiations

**12:41 p.m. Closed Executive Session**

**12:45 p.m. Executive Session:** Pursuant to ORS 192.660(2)(i) – To review and evaluate the employment-related performance of the chief executive officer of any public body, a public officer, employee or staff member who does not request an open hearing

**1:15 p.m. Closed Executive Session**

**Morrow County Board of Commissioners Meeting Minutes**  
**April 28, 2021**  
**Bartholomew Building Upper Conference Room**  
**Heppner, Oregon**

**Present In-Person**

Chair Don Russell, Commissioner Jim Doherty, Commissioner Melissa Lindsay, Darrell J. Green, John A. Bowles, Roberta Lutchter, Justin Nelson; Non-Staff: Rusty Estes, Mike Hughes, Kris Jones, Nicole Mahoney, John Murray

**Present Via Zoom**

Staff: Ronda Fox, Lindsay Grogan, Eric Imes, Crystal Jaeger, Christy Kenny, Matt Kenny, Ian Murray, Dave Pranger, Sandi Pointer, Nazario Rivera, Linda Skendzel, Heidi Turrell; Non-Staff: Marty Broadbent, Erika Lasater, Ryan Neal, Debbie Pedro, Karen Pettigrew, David Sykes

**Call to Order, Pledge of Allegiance & Roll Call:** 9:03 a.m.

**City & Citizen Comments:** None

**Open Agenda:** Administrator Darrell Green said he received a request from Heppner Junior High School teacher, Andrea Nelson, to display student artwork in the lobby of the Bartholomew Building. The Commissioners agreed by consensus to the request.

**Consent Calendar**

*Commissioner Lindsay moved to approve the following items in the Consent Calendar:*

- 1. Accounts Payable and Payroll Payables*
- 2. Minutes: April 7<sup>th</sup>*
- 3. Intergovernmental Agreement for Sheriff's Services with the City of Irrigon. Effective July 1, 2021 for one year; not-to-exceed amount \$96,822 per fiscal year; City to purchase a vehicle every three years, with the vehicle to return to the City three years following the purchase*
- 4. First Amendment to Oregon Health Authority 2020-2021 Intergovernmental Agreement #166052 for the Financing of Mental Health, Addiction Treatment, Recovery & Prevention, and Problem Gambling Services; and authorize Chair Russell to sign on behalf of the County*

*Commissioner Doherty seconded. Unanimous approval.*

**Business Items**

Discuss COVID Pay

Lindsay Grogan, Human Resources Manager

Ms. Grogan said the mandate expired at the end of 2020 to pay quarantined employees, but the County extended it until April 30, 2021. It was the recommendation of the Emergency Operations Team on Monday to end it at this time due to the availability of vaccines and a sufficient amount of time for employees to receive them, she said. The other policies remain in effect, she said (COVID Safeguards and Notification of Exposure).

*Commissioner Doherty moved to end the temporary COVID-19 Emergency Leave Policy, which includes paid sick leave for COVID-19 issues. Commissioner Lindsay seconded. Unanimous approval.*

Discussion – Ambulance Service Area Plan Proposal

Nicole Mahoney, Kris Jones, Rusty Estes, John Murray – Morrow County Health District (MCHD)

Chief Mike Hughes – Boardman Fire Rescue District (BFRD)

At the previous meeting on this topic, there was discussion about BFRD taking over MCHD's ambulance service in Boardman, explained Chair Russell. However, after looking into it, he learned the revenue to MCHD from its levy would stay with MCHD even if BFRD took over that territory.

Chief Hughes then asked the County to allow BFRD to apply for an ambulance license for the purpose of MCIs (multi-casualty incidents) so they could respond to calls when the first ambulance was out of position, for whatever reason.

Commissioner Lindsay said she preferred to see an actual proposal through the proper channels to the Board of Commissioners. She asked that today's discussion remain on the scheduled agenda item.

Commissioner Doherty said Chief Hughes' request was separate to this and he could come back to make that pitch. He said the Board approves other contracts for multiple years, pending an annual review, and suggested this be looked at again next year at this same time with the potential to open it back up.

*Commissioner Doherty moved to approve the Morrow County Health District Ambulance Service Area Plan, as it has been in the past, with an annual review to come to the Board of Commissioners and go with the five-year time plan. Commissioner Lindsay seconded. Unanimous approval.*

Resolution No. R-2021-12: Declaring a Drought Emergency

Justin Nelson, County Counsel

*Commissioner Lindsay moved to approve Resolution No. R-2021-12: In the Matter of Declaring a State of Drought Emergency in Morrow County. Commissioner Doherty seconded.*

*Discussion: The Commissioners and Mr. Nelson thanked the assisting agencies for responding quickly – Morrow Soil & Water Conservation District, and the NRCS Office (Natural Resources Conservation Services). Mr. Nelson said the Board was also approving signing the attached letter. Commissioner Lindsay accepted the amendment. Unanimous approval.*

Award Bid & Contract for Heating, Ventilation & Air Conditioning (HVAC) Services

Sandi Pointer, Public Works

*Commissioner Doherty moved to approve the Morrow County Personal/Professional Services Contract for HVAC services with Bruce Inc., Mechanical Heating & Air; effective when fully executed for a period of five years. Commissioner Lindsay seconded. Unanimous approval.*

Eastern Oregon Economic Summit – Sponsorship Request

Tamra Mabbott, Planning Director

Ms. Mabbott requested the County sponsor the 2021 Eastern Oregon Economic Summit at the \$2,500 Gold Level. The Summit is organized by the Eastern Oregon Women’s Coalition (EOWC) and Ms. Mabbott noted she is a member of its board. The Gold Level comes with five tickets to the event, but she will attend free as a volunteer. The Summit, which takes place August 19<sup>th</sup> & 20<sup>th</sup>, will cover four topics – housing, economic development, water, and workforce development. Ms. Mabbott will oversee the housing discussions.

Last year the Board authorized \$2,500 for the 2020 Summit but it was cancelled due to COVID. The EOWC verified those funds can be used toward this year’s sponsorship.

*Commissioner Doherty moved to award the \$2,500, rolling it over from last year into this year’s Summit. Commissioner Lindsay seconded. Unanimous approval.*

#### Morrow County and Tillamook County Creamery Association (TCCA) COVID-19 Grant Awards

Chair Russell

Kate Knop, Finance Director

Chair Russell said the review committee, in coordination with TCCA’s representative Michael Graham, finalized a list of 20 award recipients to recommend to the Board of Commissioners. Ms. Knop described the criteria used by the committee and responded to questions.

*Commissioner Doherty moved to approve the Morrow County and Tillamook County Creamery Association COVID-19 business grant awards, totalling \$193,192. Commissioner Lindsay seconded. Discussion: Commissioner Lindsay said she appreciated all the work on this and that each Commissioner was involved in a grant review committee, at one point in time. She said it’s hard for her to analyze someone’s income and she did it for a living. It’s a bigger deal than a profit and loss statement that they (applicants) may or may not have put their time into, so it was a little “wonky” on this one. She said she didn’t want to second guess the analysis because it was a strong review team with a lot of people involved. Commissioner Lindsay said she wanted to make note of that because it had been a question in the past. People didn’t want to apply because they didn’t want to send a profit and loss statement for the Commissioners to see, they felt uncomfortable. Ms. Knop talked about the confidentiality of the review processes and the benefits of bringing in someone from outside the County in Mr. Graham. Chair Russell agreed he was a good asset and the review committee valued his input, especially since 45% of the funds were from TCCA. Commissioner Lindsay said he also participated in the first round, where they used Business Oregon rules, which were black and white. Unanimous approval.*

#### Discussion – Irrigon Building Name

Chair Russell explained that the decision on the building name was needed by the contractor and sign company. Discussion.

*Commissioner Doherty moved to name the new building in Irrigon the “Morrow County Government Center” and have Administrator Darrell Green run it by the sign folks. Commissioner Lindsay seconded. Discussion: The Commissioners asked Mr. Green to look at the building plans and come back with the number of conference rooms that could be specifically named. Unanimous approval.*



### Emergency Operations Center Update

- Current statistics were reviewed.
- Some counties, including Umatilla County, are closing again.
- The pause on the Johnson & Johnson vaccine was lifted.
- The Public Health Department will contact Lamb Weston about an on-site vaccination event.
- Vaccine supply currently outweighs demand.

### Building Project Updates

- Irrigon Building: Exterior walls are up; a mock-up will be made of the sign that will be placed on the corner of the lot; move-in date is tentatively in October. Reminder to employees – start planning to move in about six months.
- Sheriff Station 2 Building: Concrete slab will be poured this week.

**Break:** 10:20-10:29 a.m.

### **Department Reports**

- Eric Imes reviewed the Road Department Monthly Report.
- Jessica Rose reviewed the Local Public Safety Coordinating Council (LPSCC) Quarterly Report.
- Dave Pranger reviewed the Weed Department Quarterly Report.
- Nazario Rivera reviewed the Public Health Department Quarterly Report.
- The written Human Resources Quarterly Report was reviewed in Lindsay Grogan's absence.
- Matt Kenny reviewed the Surveyor's Quarterly Report.

### **Correspondence**

- Letter from the Oregon Department of Transportation stating the Heppner DMV (Driver and Motor Vehicle Services) Office will reopen May 6<sup>th</sup>.
- News release from the Governor's Office: Governor Kate Brown Urges Oregonians to Get Vaccinated, 15 Counties Qualify for Extreme Risk Amid Rapid Surge in COVID-19 Cases and Hospitalizations.

### **Commissioner Reports**

Reports of activity were provided by the Commissioners

### **Signing of documents**

**Adjourned:** 11:35 a.m.