

Lincoln County: Committees, Advisory Boards and Task Forces

ASSESSMENT, BUDGET & TAXATION

Board of Property Tax Appeals (BOPTA)

ORS §309.020

1995 Oregon Laws Chapter 226

On or before October 15th, the Board of Commissioners must appoint people to the following pools, who are willing to serve on the Board of Property Tax Appeals (the "BOPTA" - which was the BOE). *A quorum shall be a minimum of two members.*

NOTE: *The County Clerk appoints the BOPTA from these pools; appointed members of the BOPTA are depicted by an "*".*

Pool of members of the county governing body or non-office-holding county residents to serve in their place (at least two people):

Pool of members of non-office-holding residents of the county who are not employees of the county or of any taxing district within the county (at least four people):

Duties: Hears and makes judgments on appeals of property tax assessments. Has the power to make changes in assessed values.

Frequency of Meetings: January to April, starting on second Monday in January and running no later than April 15th.

For More Information: Contact Lincoln County Clerk's Office at 265-4121
Lincoln County Clerk Dana Jenkins is Ext. 265-4934

Lincoln County Budget Committee

ORS 294.336

Number of Members: 6: of which 3 are citizens and 3 are County Commissioners

Terms: **"Appointed" members have three (3) year terms.**

Duties: To review, revise, and adopt the County's budget, which is submitted to the committee by the Budget Officer. The committee also holds public hearings on the proposed budget. From July to

December, the committee meets to discuss specific issues identified during the budget process, and may at any time be asked to meet to review and adopt a supplemental County budget.

Frequency of Meetings: Approximately 15 times a year, with the bulk of the meetings occurring between March and June.

For More Information: Contact the Board of Commissioners at 265-4100. Currently, each Commissioner selects one member of the committee. Terms are for three years.

Lincoln County Compensation Board
ORS §204.112

Number of Members: ***Per ORS, compensation board shall consist of 3 to 5 members.***

Duties: Researches and makes recommendations on the salaries of elected County officials. The recommendations are made to the County's Budget Committee.

Frequency of Meetings: As needed.

For More Information: Contact the Board of Commissioners at 265-4100.

Nonprofit Social Service Agency Allocation Review Committee

Number of Members: 5

Names of Members
& Terms: Terms to run until Member resigns.

Duties: Recommends which non-profit agencies should receive funding and the amount of funding based on specific criteria established by the Board of Commissioners.

Frequency of Meetings: One night meeting/year.

For More Information: Contact Board of Commissioners at 265-4100.

COMMUNITY SERVICES CONSORTIUM

Community Services Consortium - Community Action Advisory Council (CAAC)
ORS §458.505

Number of Members: Total of 18; each county shall be represented by 6:

1/3rd Public Official or Designee

1/3rd Low-Income

1/3rd Other Major Group

Terms for new members are 3 years.

Terms expire on February 28th each year.

Current members' term expiration dates will be changed upon reappointment.

Names of Lincoln County Members
& Position Numbers:

Term Expiration Dates:

Duties:

Purpose is to provide input to the CSC Governing Board and to CSC staff regarding approaches to addressing the needs of low-income persons and to the alleviation of conditions leading to poverty in Linn, Benton and Lincoln Counties.

Frequency of Meetings:

Quarterly, or more often as needed. Meeting locations shall rotate among the three counties.

For More Information:

Linda Swaney at CSC in Corvallis at 541-704-7643

Community Services Consortium - Head Start Policy Council

Number of Members:

The BOC appoints **no more than six** Community Representatives.

Terms:

One year appointments. Consecutive service is at the Board's discretion.

Duties:

The function of this council is to work in partnership with management and the CSC Governing Board to develop, review, and approve or disapprove processes and procedures of the Head Start Program.

Frequency of Meetings:

For more information:

Contact Dr. Suzanne Miller, Head Start Director, at 541-996-3028
STAFF: Angela Oleman, Administrative Assistant, 541-336-5113

CORRECTIONS & LAW ENFORCEMENT

Local Public Safety Coordinating Council (LPSCC)

ORS §423.560-565

Number of Members:

See statute for details.

Names of Members & Terms:

Term length not applicable.

Duties:

The key duties of this council are to develop and recommend to the County Board of Commissioners a plan for use of state resources to serve the local adult and youth offender populations, which plan must provide for coordination of community-wide services involving prevention, treatment, education, employment resources and intervention strategies; coordinate local criminal justice and juvenile justice policies among affected criminal justice and juvenile justice entities; and, in consultation with the local commission on children and families, develop and recommend to the County Board of Commissioners a plan designed to prevent criminal involvement by youth.

EMERGENCY MANAGEMENT

Lincoln County Ambulance Service Review Committee

LCC 7.840

Terms of Members: **Two (2) years**

Names of Members & Term Dates:

One Representative from each ambulance service provider in Lincoln County:

Three fire dept. or quick response team reps, no two of which shall primarily serve the same ambulance service area and none of which shall be from any ambulance service provider:

One emergency physician or hospital administrator...appointed in a series of alternates to allow for varying schedules of physicians and administrators:

Two public members:

One Representative of each 9-1-1 PSAP in Lincoln County:

- Duties:
- (3) The Committee shall have the following powers and duties (LCC 7.840):
 - (a) Provide a review process for a regular random sampling of ambulance services rendered in Lincoln County by each ambulance service provider.
 - (b) Provide a forum for review of complaints by consumers and others concerning the quality of ambulance services provided in Lincoln County.
 - (c) Make recommendations to the Board of Commissioners in accordance with LCC 7.832(1) for revocation or suspension of an ambulance service area assignment, when such recommendation appears appropriate pursuant to LCC 7.832.
 - (d) Periodically review the Lincoln County Ambulance Service Area Plan and make recommendations to the Board of Commissioners concerning proposed updates and amendments to the plan.

Frequency of Meetings: Quarterly, or when called upon by the BOC, or its chair.

EXTENSION SERVICE

Extension Service District Advisory Council

Frequency of Meetings: At least once a year.

For More Information: Contact Michelle Osterhoudt at the Lincoln County Extension Service at 574-6534 or at Michele.Osterhoudt@oregonstate.edu

Extension Service District Budget Committee

ORS §294.336

Number of Members: **Six:** 3 - County Commissioners
3 - Electors of the municipal corporation appointed by the BOC

Names of Members & Terms: ***Three (3) year terms.***

Duties: See ORS §294.336

Frequency of Meetings: Once a year.

For More Information: Contact Kaety Jacobson at the Lincoln County Extension Service at 574-6534

EVENTS

Lincoln County Fair Board ORS §565.210

Number of Members & Terms:

Not < 3, nor > 7 members;

Terms are three (3) years:

Effective date: January 2nd

Expiration date: January 1st

Duties:

Plans for the annual fair and rodeo in August. Reviews requests for use of the County's fairgrounds at other times of the year. Sets policy, subject to review by the Board of Commissioners.

Frequency of Meetings:

Monthly, the 2nd Thursday of every month (excluding July)

For More Information:

Contact the Board of Commissioners at 265-4100.

F.I.N.E. Fishermen Involved in Natural Energy

Purpose:

Bringing together diverse commercial, recreational and distant fleet fishing interests to examine the questions and issues involved in planning for and siting wave energy parks and devices in the shores off Lincoln County in a manner which recognizes the need and desire for this alternative energy source but also addresses potential conflicts with historical use of the ocean resources

Duties:

Committee shall make recommendations to the Board of Commissioners on:

- The Lincoln County Wave Energy Project (FERC Permit Application), including, but not limited to, wave park siting criteria and locations, wave park / fishing conflicts, navigation issues, anchoring systems, fishing industry / wave park economic development opportunities, licensing, and other related issues;
- Siting of Other Wave Energy Projects, including proposed projects by Oregon State University;
- Proposed FERC or Mineral Management Services (MMS) applications that impact fishing interests (including those out to 12 miles or beyond);

Other issues related to wave energy and ocean uses and resources as may be requested by the Board of Commissioners

Frequency of Meetings: About once a month.

For More Information, contact: Contact Kaety Jacobson at the Lincoln County Extension Service at 574-6534

HEALTH & HUMAN SERVICES

Lincoln Community Health Council (LCHC)

Member Information: The Council shall have a range of 9 –25 members, with a target of 15 members. Terms are four (4) years.

Guidelines Amended by BOC 1/14/98; Order #1-98-17

Duties: The Council shall assist and advise the Lincoln County Board of Commissioners and the LCHC in promoting its vision of healthy people in healthy communities. It shall support and guide the Center in its mission to provide comprehensive health care that is quality-driven, affordable and culturally competent to the people of Lincoln County regardless of ability to pay for the services.

Frequency of Meetings: At least once a month.

For More Information, contact: Health & Human Services Director
Recording Secretary Valerie Edmunds, HHS

Lincoln County Health & Human Services Planning Board (H&HSPB)

Number of Members: **6:** The chairs and vice-chairs of the three subcommittees (Public Health, Mental Health and LADAPC). The BOC will be kept informed of who these members are.

By-Laws approved by BOC 9/17/97; Order #9-97-289

Duties: To foster comprehensive local human services planning; to identify human services issues; to develop a continuum of human services; to make recommendations to the Board of Commissioners on human services programs; and to coordinate the activities of the Local Alcohol and Drug Abuse Planning Committee, the Mental Health Advisory Committee and the Public Health Advisory Committee.

Frequency of Meetings:

A minimum of two times a year: in February and June.

For More Information, contact:

Health & Human Services Director Jan Kaplan, 265-4179
Administrative Assistant Barbara Carnahan at 265-4190

Lincoln County Local Alcohol & Drug Abuse Planning Committee (LADAPC)
dba Alcohol Prevention and Recovery Committee (APARC)
ORS §430.342

Member Information:

LADAPC shall consist of up to 21 members. Those appointed to the LADAPC shall be geographically and ethnically representative of Lincoln County. No more than 10 of the members of the LADAPC shall be Alcohol and Drug treatment providers in the human services field. **Terms are three (3) years**; reappointments can be made for additional terms. Members are appointed by the Lincoln County BOC.

Guidelines Amended by BOC 1/14/98; Order #1-98-17; and Bylaws on 5/9/07

Duties:

- Ψ Identify alcohol/drug services issues and needs
- Ψ Foster comprehensive service planning
- Ψ Assist in the preparation of the biennial Alcohol & Drug Plan
- Ψ Review existing community programs for congruence with ORS 430.338
- Ψ Receive input from community members
- Ψ Advise all alcohol/drug proposals seeking the County Board of Commissioners' support

Frequency of Meetings:

Monthly, unless the committee orders otherwise in advance.

For More Information, contact:

Lauri Snow, Administrative Assistant/QED, Lincoln County HHS Behavioral Health and Public Health, PH.[541-265-0441](tel:541-265-0441),

Lincoln County Mental Health Advisory Committee (MHAC)

ORS §430.620

OAR Division 14

Number of Members:

Up to 21 members. Terms are three years.

***Guidelines amended by BOC on 10/5/94; Order #10-94-285;
Order #1-00-04***

Duties:

- 1) To actively support and promote public awareness of the services provided by the Lincoln County Health & Human Service's mental health programs.
- 2) To review Health & Human Service's mental health program utilization information.
- 3) To assist Health & Human Service's mental health program staff in the preparation of the biennial implementation plan.
- 4) To review existing mental health programs for compliance with ORS 430.620, 430.630, and 430.705.
- 5) To receive input from interested community members; to identify and develop priorities regarding community mental health issues and needs; and to advise other members of the Human Services Planning Board, through which coordinated recommendations for all human service areas will be made to the County Board of Commissioners.
- 6) To promote community education regarding mental and emotional disturbances and developmental disabilities.

Frequency of Meetings:

Members shall meet at least quarterly; special meetings may be called by either the chairperson or other Committee members, as needed.

For More Information, contact:

Behavioral Health Division Manager, Health & Human Services,
Recording Secretary, Rachele Brooks

Lincoln County Public Health Advisory Committee (PHAC)

ORS §431.412(5)

Number of Members:

Up to 21 members. TERMS ARE 4 YEARS AND (PER ORS) WILL “EXPIRE ANNUALLY ON FEBRUARY 1ST”.

One Commissioner appointed as ex officio member

Guidelines Amended by BOC 4/14/99; Order #4-99-96; Order #1-00-06; 6/13/12 Order #6-12-161

Duties:

- 1) Assess health conditions of the County and determine met and unmet needs. Recommend program priorities.
- 2) Recommend to the Human Services Planning Board, the Health & Human Services Department and the Health & Human Services Department Administrator specific programs to be implemented to fill unmet needs.
- 3) Evaluate existing programs and recommend their continuation or appropriate revisions.
- 4) Provide community education of public health via public contact and media relations.
- 5) Act as the Family Planning Advisory Committee and Food Service Advisory Committee in representing Lincoln County Health & Human Services.

Frequency of Meetings:

At least quarterly; emergency meetings may be called with 48 hour notice, when necessary.

For More Information, contact:

Lauri Snow, H&HS – Recording Secretar

HOUSING

Housing Authority of Lincoln County, Oregon Board

P.O. Box 1470, Newport, OR 97365

ORS §456.100

Number of Members: 5 -- Five year terms

Duties: Advises Housing Authority and other County departments on low-income housing issues. Reviews plans and projects submitted by staff and sets agency policy.

Frequency of Meetings: Once a month, generally on the second Tuesday.

For More Information: Contact either LCHA Executive Director Joanne Troy at 265-5326, or the Board of Commissioners at 265-4100.

LAND USE & PLANNING

Planning Commission

ORS §215.030

Lincoln County Planning Code Section 1.1201

<u>Number of Members:</u>	3 voting members, and 1 alternate from the North, Central and South County areas; as well as one ex officio member: for a total of 9 regular, 3 alternate, and 1 ex officio members
<u>Term:</u>	4 years (<i>no term limits found in statute</i>)
<u>Duties:</u>	Conducts public hearings and makes decisions on land use issues. Hears appeals of administrative decisions and considers requests for exemptions from ordinance requirements. Reviews and amends ordinances prior to consideration by the Board of Commissioners.
<u>Frequency of Meetings:</u>	Twice a month, on the second and fourth Mondays.
<u>For More Information:</u>	Contact Planning Director at 265-4192 or the Board of Commissioners at 265-4100. Terms are for four years, and geographical diversity is a factor in making appointments.

Lincoln Land Legacy Advisory Committee

<u>Number of Members:</u>	<i>No required number of members;</i> terms are for three (3) years
<u>Duties:</u>	Advise the Board of Commissioners on Lincoln Land Legacy applications, and publicize program.
<u>Frequency of Meetings:</u>	To be determined.

ROAD ISSUES

Bicycle and Pedestrian Advisory Committee

<u>Number of Members:</u>	<i>At least eight (8) members;</i> terms are for three (3) years and run July 1st - June 30th
<u>Duties:</u>	Advises County departments on needs and issues relating to bicycle transportation. Assists County departments and outside consultants with planning for bicycle users.
<u>Frequency of Meetings:</u>	3 to 4 times a year
<u>For More Information:</u>	Contact Roy Kinion at 574-1211 Also, Amy Howard, Property Manager ahoward@co.lincoln.or.us Phone – 541-574-1290 fax - 541-574-1295

Road Advisory Committee

<u>Number of Members:</u>	5: 3 represent the public in the general areas of north, central and south county. Of the other 2 members, 1 represents private timber interests and the other represents public timber interests.
<u>Names of Members & Terms:</u>	<i>No set terms - <u>appointed until resignation or BOC Order.</u></i>
<u>Duties:</u>	Reviews proposed capital improvement projects submitted to the County's Road Department by citizens or staff. Assigns proposed projects a recommended priority.
<u>Frequency of Meetings:</u>	3 to 5 times per year.
<u>For More Information:</u>	Contact Roy Kinion at 574-1211 Also, Amy Howard, Property Manager ahoward@co.lincoln.or.us Phone – 541-574-1290 fax - 541-574-1295

Vegetation Management Advisory Board

- Number of Members: **At least 6 members**, representing those various segments of agricultural and commercial and the private sector, along with representing (as much as possible) all geographical and political areas in Lincoln County.
- Duties: Assists Lincoln County in the information gathering, education and research necessary to implement an integrated pest management system.
- Frequency of Meetings: At least 3 times per year.
- For More Information: Contact Roy Kinion at 574-1211 Also, Amy Howard, Property Manager ahoward@co.lincoln.or.us Phone – 541-574-1290 fax - 541-574-1295 or Vegetation Control Assistant Chris Cornwell at 574-5747, or the Board of Commissioners at 265-4100.

SOLID WASTE

Lincoln County Solid Waste Disposal Service District Advisory Committee (SWAC) ORS §451

Number of Members: 13 Members:

- 7 - One Rep from Each City (Depoe Bay, Lincoln City, Newport, Siletz, Toledo, Waldport, Yachats)
- 1 - One Rep from the County
- 3 - One Rep User/Service Provider
- 2 - Two Reps from Community At Large

Names of Members & Terms: ***SERVE UNTIL RESIGNATION OR BOARD ORDER***

Duties: To advise the district on long-range planning for solid waste disposal, recycling education and promotion, and illegal dumping enforcement.

Frequency of Meetings: Monthly meetings

For More Information: Contact either Mark Saelens at 265-4171, or the Board of Commissioners at 265-4100.

Lincoln County Solid Waste Disposal Service District Budget Committee ORS §294.336

Number of Members: See statute.

Names of Members & Terms: ***Three (3) year terms:***

Duties:

Frequency of Meetings:

For More Information: Contact Mark Saelens, 541-574-4171

TRANSPORTATION

Lincoln County Transportation Service District Advisory Committee

<u>Number of Members:</u>	No set number; reps are from all cities, as well as members of the community at large.
<u>Names of Members & Terms:</u>	No set terms: members will serve terms until the tasks of the committee are complete.
<u>Duties:</u>	To advise and make recommendations to the Transit Staff.
<u>Frequency of Meetings:</u>	Every other month.
<u>For More Information:</u>	Contact Cynda Bruce, Transit Administrator, at 574-1292.

Lincoln County Transportation Service District Budget Committee

ORS §294.336; 294.331

Number of Members: 6: Three appointed positions; three County Commissioners.
Names of Members & Terms: Staggered to start with; then three year terms.

Special Transportation Advisory Committee (STAC)

Number of Members: “Minimum of 3” per State Guidelines - appointed by the BOC, acting as the Board of Directors for the Lincoln County Transportation Service District

OAR 732-005-0031 – STF Local Advisory Committee Requirements

Names of Members & Terms: **TERMS: Three (3) years and run from July 1 – June 30th**

Duties:

- 1) Advises the Board of Commissioners on the allocation of the Oregon Special Transportation Formula Fund which provides transportation services to persons residing in Lincoln County who are elderly or are persons with disabilities.
- 2) Identifies and advocates for their transportation needs and for expanded services, and assists in coordinating a range of transportation services that directly affect the welfare of all residents of Lincoln County.
- 3) Establishes criteria for funding applications, reviews funding requests, monitors and evaluates services provided in Lincoln County through the Special Transportation Funds (STF) and the Community Transportation Program (CTP), reviews quarterly reports from service providers, and requests additional information when needed to perform these duties.

Frequency of Meetings: As needed to perform the above Advisory Committee duties and responsibilities – at least quarterly.

For More Information: Julie Kay, Coordinator: 541-574-1294, jkay@co.lincoln.or.us

Cascades West Area Commission on Transportation (CWACT)

Number of Members: Each city, port, and tribe appoints their own representative. Each county appoints one commissioner (primary) and one commissioner (alternate) and two private sector representatives.

Names of Members & Terms That BOC Need Appoint: *Terms are two (2) years.*

Duties: The CWACT will fulfill the following functions:

- Provide a vehicle for the OTC to communicate with the Cascades West region regarding transportation issues
- Provide input, advice and recommendations to ODOT and the OTC with regard to policies and plans considered by the state
- Provide an avenue for communication with state and federal legislators regarding regional transportation issues
- Advise the CWCOG Board on transportation matters
- Provide a forum for local governments to communicate and collaborate on local, regional and state transportation issues
- Recommend STIP priorities to the OTC and tile CWCOG Board
- Establish and monitor benchmarks for regional transportation improvements
- Provide a forum for communication and collaboration with other regions
- Advocate issues to neighboring regions and outside organizations

Frequency of Meetings: Unknown at this time.

For More Information: Contact: Mark Volmert Cascades West COG
Phone: 541-924-8430

VETERANS' SERVICES

Veterans' Services Advisory Committee (Ad Hoc Committee)

Number of Members: No set number of members or term limits. Term scheduled to expire upon resignation or Board Order.

Names of Members & Terms:

Duties: To offer input on the programs and services offered through the County's Veterans' Services Office.

Frequency of Meetings: Twice a year as of (1.13.13)

For More Information: Contact Devin Whiteaker, Lincoln County Veterans' Services Coordinator, at 574-6955

Devin Whitaker schedules and organizes the meeting (1.13.13)