

NEWS

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FOR IMMEDIATE RELEASE
Contact: Andrea Klaas

Date: January 6, 2017

Port of The Dalles Commission to Hold Meeting

The Port of The Dalles will hold a Board of Commissioners Meeting Wednesday, January 11, 2017 at the Port Office at 3636 Klindt Dr. The meeting will begin at 7:00PM. The Commission will dine at the Hiway House before the meeting.

The meeting will address the main topics as follows (tentative agenda attached):

1. SDAO Conference
2. Staff Reports
3. Committee Representative Reports

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PORT OF THE DALLES
January 11, 2017 Meeting Agenda
7:00PM – Port of The Dalles Office

- A. ROLL CALL
- B. PLEDGE OF ALLEGIANCE
- C. AGENDA CORRECTIONS or ADDITIONS
- D. EXECUTIVE SESSION *(as allowed by ORS 192.660 (2) (2) (f) (h). This will include discussion of real property transactions, legal rights and duties of a public body with regard to current litigation and privileged legal communication. Media representatives are instructed not to report or disclose matters discussed in executive session)*
- E. VISITOR BUSINESS (For items not already on the agenda)
- F. PORT CALENDAR/EVENTS
- G. ACTION ITEMS:
 - 1. December 14, 2016 Regular Meeting Minutes
 - 2. December, 2016 Financial Reports
- H. STAFF REPORT
 - 1. SDAO Conference
 - 2. Director's Report
 - 3. Marketing Update
 - 4. Marina Update
 - 5. Reports of Committees
 - Urban Renewal – Coburn
 - Chamber of Commerce – Griffith
 - Wasco County EDC – Ursprung
 - Community Outreach Team – Weast/Klaas
- I. EXECUTIVE SESSION *(as allowed by ORS 192.660 (2) (2) (f) (h). This will include discussion of real property transactions, legal rights and duties of a public body with regard to current litigation and privileged legal communication. Media representatives are instructed not to report or disclose matters discussed in executive session)*
- J. COMMISSION CALL
 - a. President
 - b. Other Commissioner business

UPCOMING MEETINGS / EVENTS / DATES:

February 9-12, 2017 SDAO Annual Conference in Portland, Oregon
February 15, 2017 - Port Commission Meeting, Port office, 7:00PM @ Port Office

January 2017

December 2016							January 2017							February 2017									
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S			
					1	2	3	1	2	3	4	5	6	7						1	2	3	4
4	5	6	7	8	9	10	8	9	10	11	12	13	14	5	6	7	8	9	10	11			
11	12	13	14	15	16	17	15	16	17	18	19	20	21	12	13	14	15	16	17	18			
18	19	20	21	22	23	24	22	23	24	25	26	27	28	19	20	21	22	23	24	25			
25	26	27	28	29	30	31	29	30	31					26	27	28							

- ALK work
- Holidays

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
1	2	3	4 ■ 9:00 AM Call Phil Scoles re: wetlands ■ 4:00 PM HR Library - Parks discussion	5 ■ 1:00 PM Superforecaster call	6 ■ 10:00 AM SDAO Legislative Day	7
8	9 ■ 8:30 AM KJHR Radio ■ 10:30 AM Port Staff brainstorming	10 ■ 8:00 AM Dr. Marshall ■ 3:00 PM Final TSP Advisory meeting	11 ■ 5:00 PM Port Meeting	12 ■ 1:30 PM UPRR Crossing meeting	13 ■ 7:00 AM Chamber Econ. Dev ■ 10:00 AM KODL Coffee Break	14
15	16 ■ 11:00 AM Julie/Steve: City priorities	17 ■ 6:00 PM National Scenic Area Plan re-view	18	19 ■ 10:00 AM OPPA meeting	20	21
22	23 ■ 10:00 AM Regional Solutions	24	25 ■ 4:00 PM Robert Burns day ■ 11:00 PM Drive OR meeting	26 ■ ... Drive OR meeting	27 ■ 12:00 PM COT	28
29	30	31	1	2	3	4

3/25

February 2017

January 2017							February 2017							March 2017						
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S
1	2	3	4	5	6	7	1	2	3	4	5	6	7	1	2	3	4	5	6	7
8	9	10	11	12	13	14	8	9	10	11	12	13	14	8	9	10	11	12	13	14
15	16	17	18	19	20	21	15	16	17	18	19	20	21	15	16	17	18	19	20	21
22	23	24	25	26	27	28	22	23	24	25	26	27	28	22	23	24	25	26	27	28
29	30	31					29	30	31					29	30	31				

- ALK work
- Holidays

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
29	30	31	1	2	3	4
5	6 9:00 AM Drive OR	7 12:00 PM SDAO annual conference	8 ... SDAO annual conference	9 ... SDAO annual conference	10 7:00 AM Chamber Econ. Dev 10:00 AM KODL Coffee Break ... SDAO annual conference	11 ... SDAO annual conference
12 ... SDAO annual conference	13 8:30 AM KHR Radio	14	15 5:00 PM Port Meeting	16	17	18
19	20	21	22	23 12:00 PM COT	24	25
26	27	28	1 Appoint Budget Officer	2	3	4

PORT OF THE DALLES AGENDA ITEM COVER SHEET

Meeting Date: January 11, 2017

Subject: G -1.) Meeting Minutes

Background:

- December 14, 2016 Regular Meeting Minutes

Staff Recommendation:

Motion to approve December 14, 2016 Regular Meeting Minutes as presented

Fiscal Impact: None

PORT OF THE DALLES COMMISSION
Regular Meeting Minutes
December 14, 2016
Port of The Dalles

The Regular Meeting of the Port Commissioners was called to order by President Greg Weast at 6:00PM

ROLL CALL

Present: Greg Weast, Mike Courtney, Kristi Timmons, David Griffith, Staci Coburn

Staff: Kathy Norton, Assistant to the Executive Director; Kathy Ursprung, Marketing & Communication; Angie Wilson, Bookkeeper, Bill Dick, Attorney

Guests: Families of the Commissioners and Staff

Pledge of Allegiance: Commissioner Weast

AGENDA CORRECTIONS or ADDITIONS

None

PUBLIC COMMENT-VISITOR BUSINESS

None

PORT CALENDAR/EVENTS

December 2015 and January 2016 Calendars provided in the agenda packet.

ACTION ITEMS:

- Motion to approve the November 2, 2016 Regular Meeting Minutes, and the October and November, 2016 Financial Reports. M/M.Courtney, S/K.Timmons. Motion approved unanimously.
- Motion to approve the Whistleblower Protection Policy as presented. M/M.Courtney, S/S.Coburn. Motion approved unanimously.
- Motion to approve Resolution #16-004/In the Matter of Adjusting the 2016/17 Budget by Intrafund Transfer. M/D.Griffith, S/M.Courtney. Motion approved unanimously.

STAFF REPORT

1. *Directors Report* – Andrea Klaas provided full report in meeting packet. No questions or discussion.
2. *Marketing & Communications Update*: Kathy Ursprung provided full report in meeting packet. No questions or discussion.
3. *Marina Update*: Kathy Norton provided report in meeting packet. No questions or discussion.

COMMISSION CALL

1. President: Merry Christmas

THERE BEING NO FURTHER BUSINESS TO COME BEFORE THE PORT COMMISSION, the meeting adjourned at 6:02PM.

PORT OF THE DALLES:

Greg Weast, President
Board of Commissioners

ATTEST:

David A. Griffith, Secretary
Board of Commissioners

DATE APPROVED:

Prepared by: K.Norton

PORT OF THE DALLES AGENDA ITEM COVER SHEET

Meeting Date: January 11, 2017

Subject: G -2.) Financial Reports

Background:

- December, 2016 Financial Reports will be posted to DropBox when they are completed.

Staff Recommendation:

Fiscal Impact: None

PORT OF THE DALLES AGENDA ITEM COVER SHEET

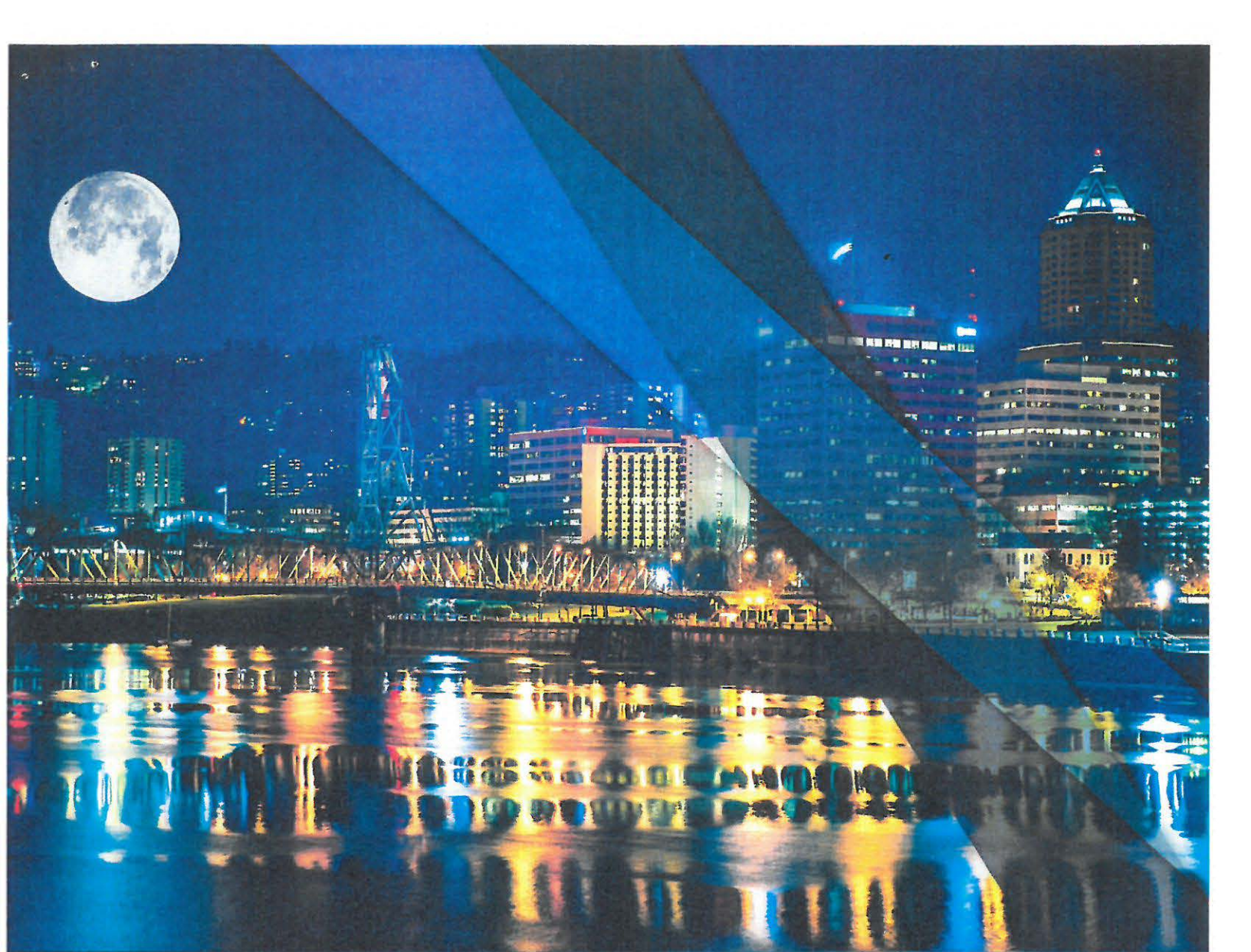
Meeting Date: January 11, 2017

Subject: H - 1.) SDAO Conference

Background:

The 2017 SDAO Conference is scheduled for February 10-12 in Portland. The pre-conference session will be on February 9. Everyone is registered for the conference and hotel rooms have been reserved.

A listing of the Conference Break-out Session is included along with a spread sheet for your to mark the sessions you plan to attend.



2017 Annual Conference
February 10-12 | Portland, OR

S | D | A | O

SPECIAL DISTRICTS
ASSOCIATION OF OREGON



2017 SDAO ANNUAL CONFERENCE

Don't miss the largest training and networking event of the year for special district board members and staff! The 2017 SDAO Annual Conference will take place in Portland, Oregon and will offer over 20 educational sessions and multiple opportunities for interacting with your colleagues through business meetings, caucus meetings, social activities and more.

Prior to the conference, two sessions focusing on government ethics and morals and SDAO risk management trends will be offered. The conference officially kicks off on Friday with the keynote address by futurist David Houle followed by the Exhibitor Trade Show, breakout sessions, district caucus meetings, and Exhibitor Reception. Saturday will feature more educational sessions, the SDAO Annual Business Meeting, and Awards Banquet. Wrap up the festivities on Saturday with live entertainment by renowned Elvis Presley entertainer Ryan Pelton. The conference will conclude on Sunday with author Bob Welch. He will discuss his book, "Cascade Summer", and the seven lessons he learned on his journey attempting to hike the Pacific Crest Trail.

Hundreds of representatives from Oregon's special districts will attend; register now to reserve your spot!

For hotel and parking information, conference details, and to register, please visit the conference website at www.sdao.com/ac

We look forward to seeing you there!

The information in the packet is subject to change. Visit www.sdao.com to view the most up-to-date information. Paper handouts are not distributed during the conference. To view links to the conference materials, visit www.sdao.com/ac

FRIDAY

Keynote Speaker: David Houle, Futurist - *Entering the Shift Age*

This presentation is based on Houle's widely acclaimed book of the same name, an Amazon #1 best seller in the category of Business Planning and Forecasting. Futurist Houle will identify and explain the new age we have entered. He will look at the three forces and five contexts of the Shift Age and how they will affect us as individuals, business people and leaders. He will explore generations, women, technology, education, big data and other industry relevant topics and provide the audience with eye opening transformations dead ahead. The Shift Age is one of, if not the most, transformative and exciting times in human history. Houle will leave us with suggestions for how to prepare for and adapt to this new age.



SATURDAY "The #1 Elvis Entertainer in the world!"

Entertainment: Ryan Pelton - Elvis Tribute Artist

Ryan Pelton is an international, award-winning Elvis Tribute Artist. In 2001, Pelton was declared the "World Champion" when he won the Worldwide Images of the King Contest in Memphis, TN. He has performed all over the world, from casinos to fairs, theaters to festivals, and production shows to professional sports arenas. Entertaining audiences in the tens-of-thousands, there can be no doubt that Ryan Pelton is the rarest kind of performer - living up to his billing time and time again.



SUNDAY

Closing Speaker: Bob Welch, Author - *"Seven Lessons from Oregon's Pacific Crest Trail"*



Bob Welch is an author, adventurer and inspirational speaker Bob Welch who will take the audience on a 452-mile journey along the Oregon portion of Pacific Crest Trail. Less a travelogue than inspiration with blisters, this presentation will offer seven life lessons from Welch's 2011 journey with his brother-in-law. Welch twines heart and humor with his love for his native Oregon to put an inspirational exclamation mark on this year's conference.

Welch is the author of 21 books, including "Cascade Summer," about his 452-mile hike on Oregon's Pacific Crest Trail. He's been called "the most eclectic writer in America," because his books range from World War II to children's, from sports to life lessons extracted from "It's a Wonderful Life." His book about the first nurse to die after the landings at Normandy, "American Nightingale," was an Oregon Book Award finalist and featured on ABC's "Good Morning America."

Welch is a former adjunct professor of journalism at the University of Oregon, founder of the Beachside Writers Workshop and currently serves as an associate editor at The Register-Guard in Eugene.

**Pre-Conference
Thursday, February 9**

- 7 a.m. | **Breakfast**
- 7 a.m. - 5 p.m. | **Registration Desk Open**
- 8 a.m. - noon | **Half-Day Pre-Conference Session**
- 8 a.m. - 4 p.m. | **Full Day Pre-Conference Session**
- 10:15 - 10:30 a.m. | **Morning Break**
- noon - 1 p.m. | **Lunch**
- 3 - 3:15 p.m. | **Afternoon Break**
- 5 - 6:30 p.m. | **Welcoming Reception**

**Conference
Friday, February 10**

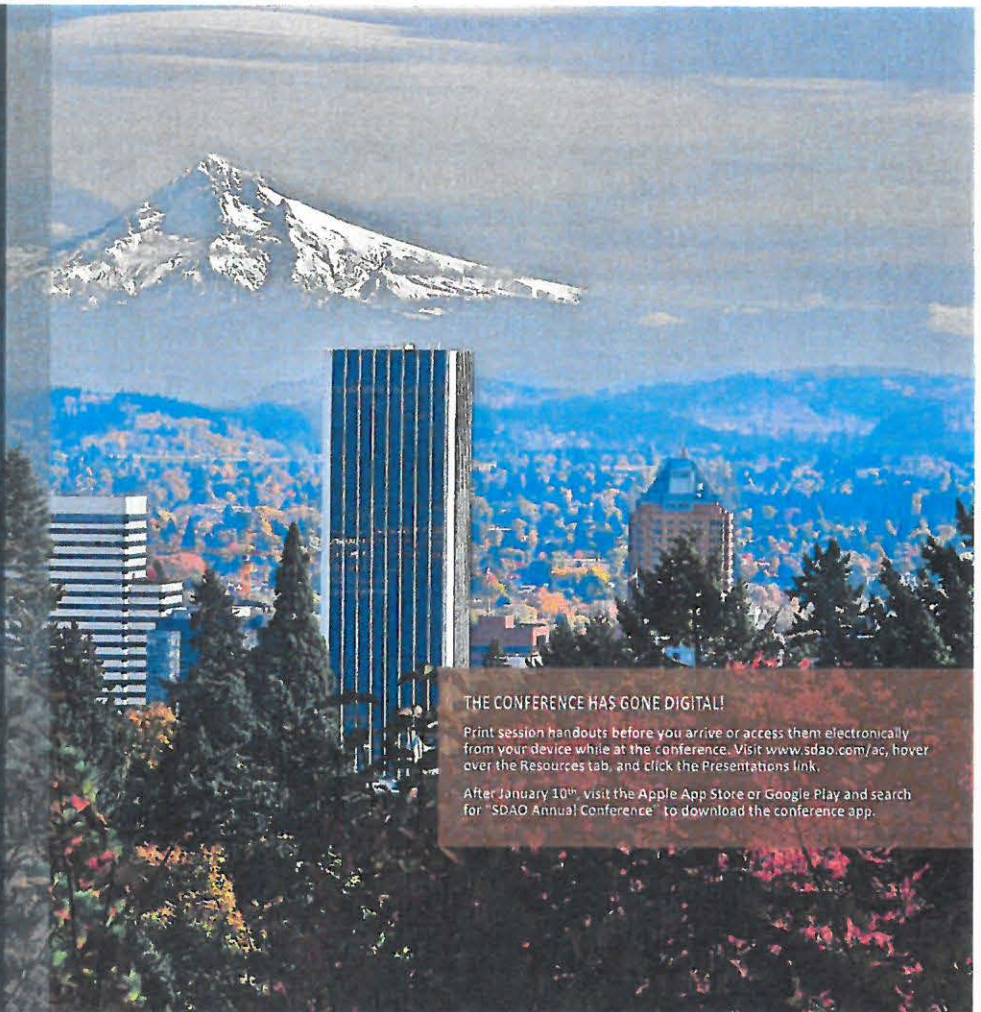
- 7:30 - 8:30 a.m. | **Breakfast**
- 7:30 a.m. - 5 p.m. | **Registration Desk Open**
- 7:30 a.m. - 8 p.m. | **Exhibitor Trade Show**
- 8:30 - 10 a.m. | **Keynote Address**
- 10 - 10:30 a.m. | **Morning Break**
- 10:30 a.m. - noon | **Concurrent Sessions**
- noon - 1:30 p.m. | **Lunch**
- 1:30 - 3 p.m. | **Concurrent Sessions**
- 3 - 3:15 p.m. | **Afternoon Break**
- 3:15 - 5 p.m. | **District Caucus Meetings**
- 5 - 6 p.m. | **Exhibitor Reception**

**Conference
Saturday, February 11**

- 7 a.m. - 8 p.m. | **Registration Desk Open**
- 7:30 - 8:30 a.m. | **Breakfast**
- 8:30 - 10 a.m. | **Concurrent Sessions**
- 10 - 10:30 a.m. | **Morning Break**
- 10:30 a.m. - noon | **Concurrent Sessions**
- noon - 1:30 p.m. | **Lunch**
- 1:30 - 3 p.m. | **Concurrent Sessions**
- 3 - 3:15 p.m. | **Afternoon Break**
- 3:15 - 4:30 p.m. | **Annual Business Meeting**
- 6 - 8 p.m. | **Awards Banquet**
- 8 - 10 p.m. | **Entertainment**

**Conference
Sunday, February 12**

- 8 - 9 a.m. | **Breakfast**
- 8:30 - 10 a.m. | **Closing Speaker**



THE CONFERENCE HAS GONE DIGITAL!

Print session handouts before you arrive or access them electronically from your device while at the conference. Visit www.sdao.com/ac, hover over the Resources tab, and click the Presentations link.

After January 10th, visit the Apple App Store or Google Play and search for "SDAO Annual Conference" to download the conference app.

Pre-Conference
Thursday, Feb. 9

8 a.m. - noon

- Topic: Government Ethics and Morals** \$60
Ethics, Morals and the Political Environment
George Dunkel, Special Districts Association of Oregon and Jeff Griffin, OFCA
Are national and state political environments impacting special district board members' conduct, actions, and decisions? Join OFCA representative Jeff Griffin and Special Districts Association of Oregon Consulting Services Administrator George Dunkel in a lively discussion about public officials' morals and ethics and the impact of politics on local board members. This joint presentation will be filled with real life scenarios and examples of personal and organizational decisions.

8 a.m. - 5 p.m.

- Topic: SDAO Risk Management Trends** \$100
Special Districts Association of Oregon Risk Management Staff and Panel of Speakers
Drones, transgender equality, employment claims, and compliance with OR-OSHA self-insured workers' compensation requirements are emerging trends identified by the SDAO Risk Management Department that are affecting our membership. Join our panel of speakers including members, staff, and other partners who will share their expertise and experiences on these topics. This enlightening discussion will leave you with a greater awareness and tools to navigate these challenging issues.

Conference
Friday, Feb. 10

10:30 a.m. - noon

- Topic: Public Contracting**
Foundations of Public Contracting Part I: Don't be Afraid
Eileen Eakins, Law Office of Eileen Eakins, LLC
Join us for part one of this two-part session. Eileen will review the key aspects of Oregon's public contracting laws, including what to put out to bid, when to bid it, and when bidding isn't required. The session also will look at and explain key contract clauses to help take some of the mystery out of contract documents.
- Topic: Pain's Impact on Employers and Injured Workers**
Opioid Impact on Society - History to Present
Brad Lorber, MD, Northwest Occupational Medicine Center
This session will discuss the history and evolution of opioid use and the impact it has had on the workplace. Dr. Brad Lorber is a board-certified physiatrist and Co-Director of Northwest Occupational Medicine Center in Beaverton. He received his medical degree from Oregon Health & Science University School of Medicine and has been in practice for more than 20 years.
- Topic: Performance Management**
Re-Tooling Your Performance Management Program
Stacy Maxwell, Jackson County Fire District 3 and Kelly Williams, Centerpoint
Is your organization struggling with the performance appraisal process? Are you experiencing employees not engaged or motivated within your organization? This session will focus on performance management and the importance of providing effective and meaningful feedback to employees. The session will also provide real experiences and lessons learned from an organization that took a broken performance appraisal system that was top driven down, and turned it into one that is bottom driven up, promoting personal and professional development among employees.
- Topic: Healthcare Session**
What Now? Making Sense of the Healthcare Industry During Turbulent Times
Kalie Peterson, The Partners Group
A new administration is preparing to take the helm of America- what will the future bring? This session will attempt to provide an update on how the election results may affect the healthcare industry. In addition, we will also look to our own state and review how healthcare reform has changed the landscape for consumers. This session will cover what hasn't changed and the challenges ahead.

Conference
Friday, Feb. 10 (cont.)

1:30 - 3 p.m.

Topic: Public Contracting
Foundations of Public Contracting Part II: Essential Contract Components and Sample Contracts

Eileen Eakins, Law Office of Eileen Eakins, LLC

Join us for the second part of this two-part session. We will discuss and highlight essential components of contracts and review sample contracts.

Topic: Emergency Management
Emergency Management Part I: The Oregon Resiliency Plan
Mark Knudson, P.E., Tualatin Valley Water District

Part one of this two-part presentation will provide background on the Oregon Resiliency Plan that was published in 2013 to guide the state in reducing risk and improving recovery from a magnitude 9 Cascadia Subduction Zone earthquake. The presentation includes an overview of the Cascadia Subduction Zone, the potential impacts to Oregon, and how such an earthquake may affect water and wastewater systems. A summary of Tualatin Valley Water District's strategy for enhancing resiliency of the district will also be presented.

Emergency Management Part II: Learn from Real World Disasters - Experience is a Wonderful Teacher

Jon Newman, Agility Recovery

Part two of this two-part presentation will provide an in-depth and engaging look at real world recovery events for people to understand the situation, stresses, and realities of what is involved in getting back to normalcy. Attendees will participate in collaborative discussion about localized and regional disaster events to identify common threads of successful restoration of an organization. We will review fires, floods, and "you're kidding me" disasters to understand and learn from them.

Topic: Employee Protected Speech
He Said What? Exploring the Limits of Employee Protected Speech

Dian "Dee" Rubanoff and Chandra Hatfield, Peck Rubanoff & Hatfield, PC

Public employers often struggle with how to address employees who vent their grievances to the media or on other public forums. Employers are continuing to be hit with large jury awards for violations of employee protected speech rights. This program will include a discussion of the laws that protect public employee speech, such as the First Amendment right to free speech and public employee whistleblower protection laws. The program will also address employee speech rights under the Public Employee Collective Bargaining Act for employees in bargaining units as well as non-union employees who engage in organizing activity.

Topic: SDIS Member Portal
Orientation for SDIS Member Portal

Gary Byars and Chris Hill, Special Districts Association of Oregon

Discover what's new with the recent overhaul of SDIS's Member Services Web Portal. In this session, we will explore features and functionality by taking a live tour of the site.

Conference
Saturday, Feb. 11

8:30 - 10 a.m.

Topic: Volunteerism and Board / Community Relations
Maintaining Effective Volunteer Board Members and Boards

George Dunkel and Rob Mills, Special Districts Association of Oregon

Many special districts struggle to attract and retain effective and involved board members. George Dunkel will be sharing ideas on how some special districts are maintaining effective boards and recruiting volunteers for hard-to-fill board and committee positions. Rob and George will also share how the Board Practices Assessment can help boards maintain and improve overall performance and effectiveness.

Topic: Recreational Immunity
The Immunities: Recreational and Discretionary

Spencer Rockwell and Dan Davenport, Special Districts Association of Oregon

The Oregon Public Use of Lands Act was passed to encourage public and private owners of land to make their property available to the public for recreational purposes by providing landowners immunity from tort liability. Under this statutory scheme, landowners who make their land available, without charge, for recreational use by the public are not liable (generally) if a person is injured on their land. Recently, there has been case law that makes this immunity more challenging. This session will focus on recreational and discretionary immunity, including review of the current state of the law and some interactive risk management best practices.

Topic: Wrongful Discharge and Civil Rights
Wrongful Discharge and Constitutional Claims

Ron Downs, Special Districts Association of Oregon

The most common employment related claims we see with our members involve wrongful discharge, civil rights, and retaliation. This session will help board members and management develop a better understanding of the elements of these claims and how to recognize the red flags that such claims may present. As part of this awareness, we will also explore some historical cases that our members have defended and the facts and issues that were presented.

Topic: Web Design
How to Build a Special District Website in Less Than Two Hours!

Sloane Dell'Orto, Streamline

Calling all non-technical people! In this session, we'll help one local special district build a website on the Streamline platform. At the same time, we'll go over key website best practices and how to create great content, use images, build landing pages, add meetings and agendas, create custom navigation, and insert widgets (like maps, videos, web forms and more). At the end of the session, the district will have a website that will be ready to go live. All attendees will be eligible for free site setup of a Streamline sandbox of their own to practice what they've learned (and use it to build their own websites if they wish).

Conference Saturday, Feb. 11 (cont.)

10:30 a.m. - noon

- ❑ **Topic: Governance 101**
Government and Liability Training for New Board Members
 Frank Stratton, Special Districts Association of Oregon

This session is for new board members with little or no experience with special districts or local government. Learn how and why special districts are formed, how they interact with the State of Oregon and other local governments. Attendees will also gain an understanding of the powers and responsibilities of special district board members and their legal liabilities.
- ❑ **Topic: Hot Topics and Current Liability Claims**
Employment Practices: Litigation and How to Avoid it
 Teri Dragoo and Jens Jensen, Special Districts Association of Oregon

Join Teri Dragoo and Jens Jensen as they describe current trends and exposures in employment litigation through case studies loosely based on real life events.
- ❑ **Topic: HR - Workers' Comp**
Good Communication Essential in Handling Workers' Compensation Cases
 Judy Clark, HR Answers, Inc.

Communication with employees is perhaps the most vital link in a well-run workers' compensation program. Employees need to know that you care about them. They need to know and understand their rights and responsibilities under the law. If you do not provide this information in a timely manner, the costs may skyrocket and getting the employee back to work knowing the district cares about them could be challenging. And it isn't just about workers' comp - it may also include dealing with a new disability that results in a lesser capability and the need to think about accommodation.

This session will address how supervisors and managers make a critical difference in the length of time off, the employee's attitude about returning to work, and how other employees view the actions of the employer. Filled with real life stories and accompanied by tips about workers' comp best practices, this promises to be a lively session and an opportunity to ask questions and get practical answers.
- ❑ **Topic: Finance Session**
Navigating Today's World of Municipal Finance
 David Ulbricht, Special Districts Association of Oregon Advisory Services and
 Ann L. Sherman, Hawkins Delafield & Wood LLP

This session will provide brief insight on current topics relating to borrowing options, rules, and responsibilities of municipal borrowers before and after the issuance of debt. In addition, David will discuss the role of the Internal Revenue Service, Securities Exchange Commission, and the Municipal Securities Rulemaking Board.

Conference Saturday, Feb. 11 (cont.)

1:30 - 3 p.m.

- ❑ **Topic: Advanced Board Training Session**
Top Ten Board Member Best Practices
 Christy Monson, Local Government Law Group

Christy Monson is an attorney at the Local Government Law Group in Eugene, Oregon, a law firm representing over 100 special districts. Christy specializes in employment law, intergovernmental agreements and governmental partnerships, personnel management, lobbying, telecommunications and utility franchises, council and board governance, public records, public meetings, and government ethics. Join this session to learn how to make friends and influence your community, and hear her recommendations for Top Ten Board Member Best Practices.
- ❑ **Topic: Implementation of a Loss Prevention Plan**
Musculoskeletal Injury Prevention Toolkit
 Greg Jackson, Special Districts Association of Oregon

The musculoskeletal system provides form, support, stability, and movement for the body. Injuries involving these important functions accounted for 32 percent of all injury and illness cases in 2014, according to the US Bureau of Labor and Statistics. Not surprisingly, they are the most frequent kind of injury experienced by SDIS members. During this session, we will explore the three most common types of musculoskeletal injuries and provide you with tools and implementation strategies that will help mitigate future exposure in the office and out in the field.
- ❑ **Topic: Internal Investigations**
Public Sector Workplace Investigations
 Joe Henner, Pacific Consulting and Investigations, Inc.

Exercising complete confidentiality, this session will focus on the nature of the allegations PCI believes are trending in the public sector in Oregon, as well as the critical steps necessary to complete an investigation. The presentation will offer suggestions on how agencies can better position themselves should they face legal challenges, including grievances, arbitration and civil litigation. Mr. Henner will share steps public sector agencies can take to improve their position when allegations arise. His presentation includes data on the allegations and his findings.
- ❑ **Topic: Legislative Update**
 Hasina E. Squires and Mark Landauer, Special Districts Association of Oregon

The Oregon State Legislature convenes for its long session in February. Expected to run through June, SDAO staff will track hundreds of pieces of legislation affecting all types of special districts. Legislative staff will also provide an overview of SDAO legislative priorities and provide insight into potential positive and negative legislation that will affect special districts. Districts interested in pending legislation should not miss this legislative update.

SDAO
SPECIAL DISTRICTS
ASSOCIATION OF OREGON

Administrators for SDIS

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You are invited to the 2017 SDAO Annual Conference in Portland, Oregon!

Pre-Conference | Thursday, February 9

Conference | Friday - Sunday, February 10-12

Portland Marriott Downtown Waterfront

(1401 SW Naito Parkway, Portland, OR 97201)

2017 SDAO Annual Conference

	Greg	Mike	Kristi	Staci	David	Andrea	Kathy N	Kathy U
Pre-Conference								
Gov't Ethics and Morals								
SDAO Risk Management Trends								
Friday a.m.								
Public Contracting								
Pain's Impact on Employers and Injured Workers								
Performance Management								
Healthcare Session								
Friday p.m.								
Public Contracting								
Emergency Management part I								
Emergency Management part II								
Employee Protected Speech								
SDIS Member Portal								
Saturday a.m.								
Volunteerism and Board/Community Relations								
Recreational Immunity								
Wrongful Discharge and Civil Rights								
Web Design								
Goverance 101								
Hot Topics and Current Liability Claims								
HR - Worker's Comp								
Finance Session								
Saturday p.m.								
Advanced Board Training								
Implementation of a Loss Prevention Plan								
Internal Investigations								
Legislative update								

PORT OF THE DALLES AGENDA ITEM COVER SHEET

Meeting Date: January 11, 2017

Subject: H - 2.) Director's Report

Background:

Happy New Year.

It's been a pretty quiet month.

Just a reminder that the SDAO Conference is coming up, February 10-12. Staci and Greg are attending a pre-conference session on Thursday, Feb 9.

Property line adjustments have been completed for both the NWPUD parcel and lots 8A&9A.

In case you have not received this:

Gorge 2020: Columbia River National Scenic Area Management Plan Review

January 17th, 6pm-8pm, Ft. Dalles Readiness Center

For more information: <http://www.gorgecommission.org/management-plan/plan/>

Phone system Fraud update. First, we have resolved the issue at the Port, but I also learned a bit more about how this could have happened. Back in the dark ages companies issued employees phone cards to use when make long distance calls while traveling. These cards allowed calls to be made through the company's phone system and saved the company money instead of incurring standard long distance charges. This ability to relay calls through a phone system still exists, though no one uses it anymore, and this is what the hackers are exploiting.

Port staff has been working with The Dalles Marina LLC and transferring over information. This month we will be writing TDM LLC a \$10,000 check from the Marina Fund and are also developing a plan to turn over additional funds to them. This will require that the Port Commission approve a supplemental budget for the Marina Fund, and Angie and I are working on that.

The Port borrowed \$2,250,000 for the Columbia Gorge Industrial Center project from the State of Oregon. In the currently approved budget I allocated \$5M to Land Acquisition and Development in case we needed to repurchase the Google property. Since construction is well under way on that site, I would like to pay off the loan from the State (4.87% interest). To do this, the Port Commission will need to approve a supplemental budget for the Port Development Fund because I will need to reduce the Land Acquisition and Development expense and increase the Debt Service/Loan expense to pay this off. Angie and I working on this as well. I also spoke with Shawn Carroll at Columbia Bank, and he will be closing out our \$2M CD when its term is up on January 13th in anticipation of us making the payment to the State.

Our audit is done and filed. We will be scheduling a time for the audit presentation and I will get hard copies out to everyone as soon as I have received them.

PORT OF THE DALLES AGENDA ITEM COVER SHEET

Meeting Date: January 11, 2017

Subject: H - 3.) Marketing & Communication Update

Background:

Recruitment and Creation

Wetlands: Reached out to Peter Olmstead in La Grande, who has been assigned to review the RGP.

Food Businesses: Food incubator facility is now up on Agora Platform as we seek a feasibility study grant.

Industrial Center Entrance: Work is expected to continue on entrance wall and signage next week, when temperatures are predicted to warm up enough to pour concrete. Sign is also ready for installation. An estimated three more days of work will be required.

Marketing Materials: Developing map of Port area listing business locations. Updated website to reflect changes in marina operations.

Retention

Met with high school administration on how to enhance the mentorship program at TDHS and tie it in with a summer internship program.

Other

Dufur Community Visioning: Reconciling comments and working with the Dufur Chamber to finalize a draft of the strategic plan for approval by the Dufur City Council.

Regional Planning: The Dalles' part of the Comprehensive Economic Development Strategy process has been rescheduled to January 26 at the college lecture hall starting at 9 a.m.

PORT OF THE DALLES AGENDA ITEM COVER SHEET

Meeting Date: January 11, 2017

Subject: H - 4.) Marina Update

Background:

The transfer of Marina management from Port of The Dalles to The Dalles Marina LLC was official January 1, 2017. New leases with invoices were mailed to all Marina users before the end of the year. Jerry and I will continue to be available to help with the transition.

The marina is frozen over about 2". Jerry broke up the ice around our boathouse and boat. The Dalles Marina notified boat/boathouse owners to keep an eye on their property over the weekend.

Main Street

- The Main Street Board is working through the process to hire a new Executive Director to replace Matthew who left to take a job with the City of The Dalles. 5 applications from all over the country have been received. Working with Oregon Main Street timeline we hope to have a new Director on board early February.
- Main Street completed the first phase of the Business Retention & Expansion Program and the report has been made available to the downtown businesses.
- The Main Street Board welcomed Antoine Tissot as a new member on January 3, 2017.
- Main Street and Wasco County have entered into an Intergovernmental Agreement that will allow Main Street to store the parklets and downtown decorations at the County's 10th & Walnut facility.
- The Santa in the Downtown was a huge success. Even with the bad weather and no Santa Sleigh there were hundreds of children who came to see Santa & Mrs. Claus. A big Thank You to Commissioner Griffith for the use of his downtown showroom for this event.

PORT OF THE DALLES AGENDA ITEM COVER SHEET

Meeting Date: January 11, 2017

Subject: H - 5.) Reports of Committees

- a) Urban Renewal – Coburn:

- b) Chamber of Commerce – David Griffith:

- c) Wasco EDC – Kathy Ursprung:

- d) COT – Weast/Klaas: