

W. T. D.

AGENDA COVER MEMO

DATE: December 3, 2003

TO: Lane County Board of Commissioners

DEPARTMENT: Public Works

PRESENTED BY: Sonny Chickering, County Engineer

AGENDA ITEM TITLE: IN THE MATTER OF APPOINTING SANDRA CORBIN TO THE VEGETATION MANAGEMENT ADVISORY COMMITTEE (VMAC).

I. MOTION

Move approval of the Order appointing Sandra Corbin to serve the remainder of a four-year term on the Vegetation Management Advisory Committee (VMAC).

II. ISSUE

Should the Board accept the recommendation of the VMAC and appoint Sandra Corbin to fill a current vacancy on the Committee.

III. DISCUSSION

A. Background

The resignation of Jack Harris in August of 2003 created a vacancy on the Committee. The current term of this position expires on 12/31/04. The vacancy was advertised in accordance with County policy and four applications were received.

TOTAL MEMBERSHIP: 9 CURRENT VACANCIES: 1

ADVERTISING PERIOD: 8/27/03 to 9/26/03 and 10/1/03 to 10/31/03

TERM: 4 Years, with 13 Months Remaining APPLICATIONS SUBMITTED: 4

COMMISSIONER REPRESENTATIVES MANDATED: None

STAFF LIAISON: Sonny Chickering; Public Works/Eng. PHONE: 682-6990
Name Dept./Div.

COMMITTEE CHARGE: Acts as a forum for public input into the County's Integrated Vegetation Management (IVM) Program. Reviews vegetation management needs and related issues and makes recommendations to the Board of County Commissioners. Works with Public Works staff to establish vegetation management priorities in keeping with available management activities beyond the scope of routine maintenance. Reviews the Program standards and policies, including long-range planning for future

Program needs and prepares recommendations for Board action as necessary. Serves as liaison group in representing the vegetation management concerns of the community to the Board and representing Board decisions to the community.

B. Analysis

The Committee reviewed and discussed the applications at the regularly scheduled 11/12/03 meeting. Copies are enclosed as Attachment A to this memo.

APPLICANTS: Sandra Corbin
 Susan Forester
 Douglass Moser
 Susan Orbeton

Following deliberation, the Committee voted to recommend Sandra Corbin and Susan Forester to the Board as their first and second choices respectively, to fill the current vacancy. A copy of the meeting minutes is enclosed as Attachment C to this memo.

C. Alternatives/Options

1. Accept the recommendation of the VMAC and appoint Sandra Corbin to serve the remaining 13 months of the vacancy.
2. Appoint one of the other applicants to the vacant position.
3. Reject all applicants and direct staff to re-advertise the position.

D. Recommendation

Option 1.

E. Timing

NA

IV. IMPLEMENTATION/FOLLOW UP

The selected applicant will be notified of the Board appointment, and informed of the next regularly scheduled Committee meeting on 12/10/03.

V. ATTACHMENTS

- A. Applications
- B. Current Membership Roster
- C. Minutes of 11/12/03 Committee Meeting
- D. Board Order

IN THE BOARD OF COUNTY COMMISSIONERS OF LANE COUNTY, OREGON

ORDER NO.) IN THE MATTER OF APPOINTING
) SANDRA CORBIN TO THE VEGETATION
) MANAGEMENT ADVISORY COMMITTEE
) (VMAC).

WHEREAS, one vacancy exists on the Vegetation Management Advisory Committee due to the resignation of Jack Harris, whose term began 01/01/01 and will expire on 12/31/04; and

WHEREAS, appointing a replacement to serve the remaining 13 months of this term is in the best interests of the citizens of Lane County; and

WHEREAS, the vacancy was duly advertised on two occasions and four applications were ultimately received; and

WHEREAS, the Vegetation Management Advisory Committee has reviewed and considered the four applicants and has recommended Sandra Corbin as their first choice to the Board; **NOW THEREFORE, BE IT**

ORDERED, that the following named person be appointed, as indicated below, to the Vegetation Management Advisory Committee.

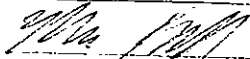
<u>NAME</u>	<u>TERM</u>
Sandra Corbin	12/03/03 thru 12/31/04

DATED this _____ day of _____, 2003

Peter Sorenson, Chair
Lane County Board of Commissioners

APPROVED AS TO FORM

Date 11-25-03 lane county



OFFICE OF LEGAL COUNSEL

OCT 31 2003

Lane County
**CITIZEN ADVISORY COMMITTEE
 APPLICATION**



APPLICANT'S NAME AND CITY: Sandra Corbin Eugene	DATE: 10/28/03
NAME OF ADVISORY COMMITTEE: Vegetation Management	PLEASE CHECK ONE: <input checked="" type="checkbox"/> New Applicant <input type="checkbox"/> Application for Reappointment

1. Give a brief description of the experience or training that qualifies you for membership on this advisory committee (If you wish, you may attach a resume or other pertinent material.) *I was a member of the "Weed Warriors" program at Dinosaur National Monument which focused on removal of non-native vegetation through education, field service projects and restoration. (see resume)*
2. Why do you want to become a member of this committee, and what specific contributions do you hope to make? *I am a mother of a preschooler beginning the transition towards career renewal. I have unique experiences involving public/government cooperation.*
3. List the community concerns related to this committee that you would like to see addressed if you are appointed. *I am interested in helping the community become aware of the hazards of invasive vegetation and figuring out ways to help community members learn to eradicate unwanted vegetation. I am also interested in native plant salvag*
4. Briefly describe your present or past involvement in relevant community groups. (Having no previous involvement will not disqualify you for appointment.) *My experience in community groups has been limited to being an employee of public agencies.*
5. Lane County is committed to reflecting diverse cultures on its boards/committees and does not discriminate against any person on the basis of gender, race, color, national origin, religion, disability, or age in employment or in admission, treatment, or participation in its programs, services, and activities.
6. Are you currently serving on any Advisory Boards or Committees? If so, which ones? *No*
7. Are you employed by, have any business, contractual arrangements or family connections with programs having contractual agreements with the County or that might be within the purview of the committee on which you are seeking appointment? (If there is a change in your circumstances, please advise the staff for the committee within 30 days.)
 No Yes. Specify:
8. How did you learn about this vacancy? Newspaper Word of mouth Other:
9. In which County Commissioner District do you reside? please check one:
 Unsure West Lane County Springfield South Eugene North Eugene East Lane County

**The Board of Commissioners has adopted the following policy on reappointments:*
 a. *Members of County advisory groups will serve a maximum of two consecutive terms when term lengths are three or more years in length.*
 b. *The deadline for incumbent applications will be the same as the deadline for new applications.*
** Unless waived by the Board.*

Sandra Taubel Corbin

Education

Candidate, Bachelor of Arts - Botany

University of Washington, Seattle

Employment History

Gray's Garden Center

Eugene, Oregon

Retail Clerk

May 2001 to present

Responsible for customer service, plant care and retail sales at high volume garden store.

Willamalane Park District

Springfield, Oregon

Administrative Assistant

December 1997 to January 1999

Provided support to recreation and education programs - curriculum development, scheduling, purchasing, and database administration. Assisted with coordination of community special events - logistics, recruiting sponsors, staffing. Literate in Word, Excel, FileMaker Pro, and Pagemaker.

University of Utah

Salt Lake City, Utah

Landscape Technician

September 1995 to April 1997

Responsible for care and maintenance of eleven acres of University grounds - perennial care, tree and shrub pruning, lawn care, and snow removal. Licensed pesticide applicator.

National Park Service/Forest Service

Alaska/Colorado/Idaho/Washington

Biological Technician

1987 to 1997

Park Ranger

Laborer

Created/presented environmental education programs in conjunction with leading field volunteer service projects. Seed collection. Mapping projects. Managed native plant greenhouse. Conducted site evaluations. Monitored established sites. Administered backcountry permit system. Staffed visitor centers, ranger stations, and campgrounds. Responsible for regulation compliance. Edited weekly news release. Participated in extensive field surveys. Summarized data for land use evaluations. Developed exhibits and historical presentations. Led historical walking tours.



Lane County
CITIZEN ADVISORY COMMITTEE
APPLICATION

SEP 29 2003

APPLICANT'S NAME AND CITY: <i>SUSAN FORESTER - EUGENE</i>	DATE: <i>9/29/2003</i>
NAME OF ADVISORY COMMITTEE: <i>Vegetation Management Advisory Committee</i>	PLEASE CHECK ONE: <input checked="" type="checkbox"/> New Applicant <input type="checkbox"/> Application for Reappointment

1. Give a brief description of the experience or training that qualifies you for membership on this advisory committee (If you wish, you may attach a resume or other pertinent material.). *I own property in Lane County and Jefferson County. Used to different weed problems.*
2. Why do you want to become a member of this committee, and what specific contributions do you hope to make? *would like to see more of an overview of the county at large and invasive problems that exist.*
3. List the community concerns related to this committee that you would like to see addressed if you are appointed. *Scotch broom - I'd like to see this under control for one.*
4. Briefly describe your present or past involvement in relevant community groups. (Having no previous involvement will not disqualify you for appointment.) *No.*
5. Lane County is committed to reflecting diverse cultures on its boards/committees and does not discriminate against any person on the basis of gender, race, color, national origin, religion, disability, or age in employment or in admission, treatment, or participation in its programs, services, and activities. *Thank you*
6. Are you currently serving on any Advisory Boards or Committees? If so, which ones? *No*
7. Are you employed by, have any business, contractual arrangements or family connections with programs having contractual agreements with the County or that might be within the purview of the committee on which you are seeking appointment? (If there is a change in your circumstances, please advise the staff for the committee within 30 days.)
 No Yes Specify:
8. How did you learn about this vacancy? Newspaper Word of mouth Other: *will be in East Lane within 3-4 months.*
here at the office.
9. In which County Commissioner District do you reside? please check one:
 Unsure West Lane County Springfield South Eugene North Eugene East Lane County

*The Board of Commissioners has adopted the following policy on reappointments:

a. Members of County advisory groups will serve a maximum of two consecutive terms when term lengths are three or more years in length.

b. The deadline for incumbent applications will be the same as the deadline for new applications.

* Unless waived by the Board.

Re-submitted
OCT 30 2003

OCT 08 12

APPLICATION FOR
LANE COUNTY CITIZEN ADVISORY COMMITTEES



NAME OF COMMITTEE:
Vegetation Management

PLEASE CHECK ONE:
 New Applicant
 Application for Reappointment

Please Print

NAME Moser Douglass
(Last) (First)

ADDRESS _____ Walterville _____ 97489
(Street) (City) (Zip)

HOME PHONE _____ HOW LONG HAVE YOU LIVED IN LANE COUNTY? since 1968

OCCUPATION Retired/for Regen. Ag Institute PLACE OF EMPLOYMENT _____

BUSINESS ADDRESS _____ BUSINESS PHONE _____

Please keep my street address and phone number confidential, to the extent allowed by law.

- Please give a brief description of the experience or training that qualifies you for membership on this advisory committee (If you wish, you may attach a resume or other pertinent material.)
PhD in Anthropology / UO Teacher
Great Oaks School of Health
Institute for Regenerative Agroforestry
Many years managing farm & forest land
- Why do you want to become a member of the above-mentioned committee and what specific contribution would you hope to make?
Want to eliminate use of chemicals for roadside vegetation.
Years of experience managing vegetation
- Please list the community concerns related to this committee that you would like to see addressed if you are appointed.
Health Issues
- Briefly describe your present or past involvement in relevant community groups. (Having no previous involvement will not disqualify you for appointment.)
McKenzie Watershed Council
Senate Bill 1010 Committee
BD Farming Association

5. Are you currently serving on any Advisory Boards or Committees? If so, which ones?
no

6. How did you learn about this vacancy?
 Newspaper Word of mouth Other

7. The Board recognizes that potential conflicts of interest may occur. If appointed, you will be obligated to announce any potential conflict prior to voting on an issue that involves the potential conflict. If there is a change in your circumstances, please advise the staff for the committee within 30 days.

Are you employed by, have any business, contractual arrangements or family connections with programs having contractual agreements with the County or that might be within the purview of the committee on which you are seeking appointment? *no*

OPTIONAL INFORMATION

Supplying this information will assist Lane County to evaluate whether appointments represent a broad cross section of the county.

Male Female Asian Hispanic Black White Native American

Birth date _____

Disabled Specify _____

The Board of Commissioners has adopted the following policy on reappointments:

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- b. The deadline for incumbent applications will be the same as the deadline for new applications.

Signature of Applicant *Douglas S. Moore* Date *10/5/02*

PLEASE RETURN TO: Lane County Administration
Public Service Building
125 East 8th Avenue
Eugene, OR 97401

NOTE: If you are not selected at this time, your application will be kept on file for 12 months from the date it was received and will be reconsidered as vacancies occur.

Lane County does not discriminate against any person on the basis of race, color, national origin, disability, or age in employment or in admission, treatment, or participation in its programs, services, and activities.

Re-submitted - OCT 30 2003

SEP 27 2002

APPLICATION FOR
LANE COUNTY CITIZEN ADVISORY COMMITTEES



NAME OF COMMITTEE:
Vegetation Management
(IVM) Program.

PLEASE CHECK ONE:
 New Applicant
 Application for Reappointment

Please Print

NAME ORbeton SUSAN R.
(Last) (First)

ADDRESS Spfld Ore - 97478
(Street) (City) (Zip)

HOME PHONE _____ HOW LONG HAVE YOU LIVED IN LANE COUNTY? 22 YRS

OCCUPATION Householder + Office PLACE OF EMPLOYMENT Dr. Greg Kahn
Cleaner

BUSINESS ADDRESS _____ BUSINESS PHONE _____

Please keep my street address and phone number confidential, to the extent allowed by law.

- Please give a brief description of the experience or training that qualifies you for membership on this advisory committee (If you wish, you may attach a resume or other pertinent material.)
I have served on Mason County Advisory Board for low income families. See resume & letters
- Why do you want to become a member of the above-mentioned committee and what specific contribution would you hope to make? To cut cost, if possible.
I want to bridge the gap between County residents & Veget. Management. To address issues about roadside management. Also educate public about markers for NO SPRAY, AND ANY OTHER ISSUES.
- Please list the community concerns related to this committee that you would like to see addressed if you are appointed.
To address issues about roadside visibility & SPRAY. AND WORK WITH COUNTY & RESIDENTS. ON CURRENT ISSUES AS SMOOTH AS POSSIBLE
- Briefly describe your present or past involvement in relevant community groups. (Having no previous involvement will not disqualify you for appointment.)
I have volunteered at WomenSpace for credit for about 6 months also White Bird Clinic as desk receptionist for 3 to 6 months

5. Are you currently serving on any Advisory Boards or Committees? If so, which ones?
No

6. How did you learn about this vacancy?
 Newspaper Word of mouth Other

7. The Board recognizes that potential conflicts of interest may occur. If appointed, you will be obligated to announce any potential conflict prior to voting on an issue that involves the potential conflict. If there is a change in your circumstances, please advise the staff for the committee within 30 days. Yes

Are you employed by, have any business, contractual arrangements or family connections with programs having contractual agreements with the County or that might be within the purview of the committee on which you are seeking appointment? No

OPTIONAL INFORMATION
Supplying this information will assist Lane County to evaluate whether appointments represent a broad cross section of the county.

Male Female Asian Hispanic Black White Native American

Birth date 5-13-47

Disabled Specify _____

The Board of Commissioners has adopted the following policy on reappointments:

- a. Members of County advisory groups will serve a maximum of two consecutive terms when term lengths are three or more years in length.
- b. The deadline for incumbent applications will be the same as the deadline for new applications.

Signature of Applicant Susan R. Orleton Date 9-27-02

PLEASE RETURN TO: Lane County Administration
Public Service Building
125 East 8th Avenue
Eugene, OR 97401

NOTE: If you are not selected at this time, your application will be kept on file for 12 months from the date it was received and will be reconsidered as vacancies occur.

Lane County does not discriminate against any person on the basis of race, color, national origin, disability, or age in employment or in admission, treatment, or participation in its programs, services, and activities.

SUSAN ORBETON

OBJECTIVE

A position where I can use my skills and experience working with people.

SKILLS

- *Interpersonal Communication*
- *Computer Skills*
- *Listening & Interviewing*
- *Community Resources*
- *Crisis Intervention*
- *Work with Diverse Population*
- *Case Records*
- *Teaching & Supervising Skills*

EDUCATION

Lane Community College, Eugene OR 1987 - 1989
Working Toward a Community Service Degree

Evergreen State College, WA 1979
Parent Effectiveness Training

Lassen College, Susanville, CA 1975 - 1976
Writing & Native American Studies

EXPERIENCE

Instructional Aide, Springfield School District, Springfield OR 9/91 - 2/95

- Carry out instructions left by aide or teacher for all grade level students.
- Assisting students having difficulty and helping them in a respectful manner.
- Administering discipline when necessary.

Instructional Aide, Lane Community College, Eugene, OR 9/91 - 4/94

- Worked with small and large groups of variously developmentally disabled persons.
- Created outlines for math and reading classes and taught basic computer skills.
- Gave instructions on money skills, math, reading, community safety, current events, basic computer, women's issues, & supervised field trips.

Direct Care Aide, Oregon Supportive Living, Eugene, OR 5/90 - 5/93

- Aiding severely mentally or physically handicapped people with crisis intervention, personal care, living skills and integrating them into the community.
- Creatively taught basic living skills for integration into community living.

Sub-Assistant, Catholic Community Service, Eugene, OR 5/91 - 11/91

- Advocate for homeless people, obtain legal documents, aide with welfare, resolve conflicts.
- Crisis intervention, referrals, locate housing and meals.
- Was a safe person for children and taught non-violent parenting skills.

Steve Carter
Lead Instructor
Adult with Special Needs Program
1059 S. Willamette St.
Eugene, Oregon 97401
Phone: 726-2253

**Lane
Community
College**

August 18, 1994

LETTER OF RECOMMENDATION

To whom it may concern,

Sue Orbeton works in the Adults with Special Needs Program as an Instructional Assistant. She was hired in October 1990 and worked Fall, Winter and Spring terms through Spring Term 1994. Typically, Ms. Orbeton worked 16 - 18 hours per week, but no hours are available as of this Fall Term. Her job duties include working with small and large groups (ranging from 2 to 15) of students with developmental disabilities. This work consists mostly of assisting in the teaching of money skills, reading, and life skills such as community safety and basic computer skills. Ms. Orbeton also assisted instructors in taking groups of students out in the community on field trips, and supervising students during lunch and breaks between classes at the LCC Downtown Center.

Sue demonstrated caring, concern and commitment to the welfare of any student with whom she worked and brought these concerns to my attention. Ms. Orbeton also showed interest and commitment to personal and professional growth. She demonstrated this commitment by researching and attending staff inservices at times that did not conflict with her work schedule. She was willing to take on more responsibilities and showed creativity in planning and conducting her learning groups.

If I can be of any further assistance, please contact me at by phone at 726-2253 or in writing at the address noted above.

Sincerely,



Steve Carter
Lead Instructor
Adults with Special Needs Program

Annual Employee Evaluation

Name: Susan Orbeton SS #
Position: Relief Worker
Reviewed By: Deborah Marshall Position: Program Director

1. Work Habits:
observes work hours/rules
attendance
application to assignments
willingness to improve
amount of work-completed on schedule

Please note: It is very difficult for me to provide a thorough evaluation for Susan, as she has worked only occasionally, and I have not always been present during her working hours. When she has worked she has seemed to fit in well with Opportunity Shelter staff and operations. She has exhibited keen interest in her work. Susan has put it volunteer time to attend meetings, which is appreciated.

2. Adaptability:
performance in new situations
performance under pressure
performance with minimal instruction
creative problem solving

Relief workers have the difficult task of picking up whatever is happening at the shelter, after having been gone for sometime. Susan has shown adaptability in being able to do so. She works resolutely with minimal supervision. She has successfully met the demands of her job.

3. Personal Relations:
relations with co-workers
relations with clients
communication with public
receptive to constructive criticism

Susan maintains very positive relationships with co-workers. She exhibits genuine concern and caring for residents.

I will attempt to provide higher quality services for our clients by: _____
I have read and discussed this evaluation with my supervisor. Susan Orbeton
Employee Signature

Date: 5-30-90

Comments: _____

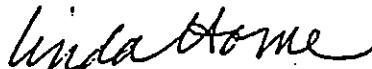
October 30, 1991

To Whom It May Concern,

I have known Susan Orbeton for more than three years, both personally and professionally. Under my supervision, Susan worked directly caring for five adults with developmental disabilities/ mental retardation. It is clear to me that she genuinely cares about people, and serves them with love and respect. Susan demonstrated a commitment to serving the program to the best of her ability. Her attitude is serious and her attention is to the health and safety of the people. Susan has been dependable, honest, and very willing to do whatever necessary to assist the people.

I believe that as an employee, Susan would provide you with someone to be counted on to give of herself and be willing to do whatever is asked of her.

Sincerely,



Linda Horn
Program Manager

OREGON SUPPORTED LIVING PROGRAM
45 W. Broadway Suite 205
Eugene, Oregon 97401

VEGETATION MANAGEMENT ADVISORY COMMITTEE
(as of 9/1/03)

<u>Name</u>	<u>Term Expires</u>
David Bingham	12-31-04
Karen Bodner	12-31-06
Paul Clements	12-31-06
Doug Graves	12-31-04
Molly Hoffer	12-31-06
Michael Kesling	12-31-06
Michael Koivula, Chair	12-31-04
Chris Melotti, Vice-chair	12-31-04
Vacant	12-31-04

MINUTES
VEGETATION MANAGEMENT ADVISORY COMMITTEE
November 12, 2003

MEMBERS PRESENT: Karen Bodner, Paul Clements, Doug Graves, Molly Hoffer, Mike Kesling
MEMBERS ABSENT: David Bingham, Mike Koivula, Chris Melotti, One vacancy
BCC PRESENT: Commissioner Morrison
STAFF PRESENT: Sonny Chickering, Doug Putschler, Bill Manewal, Arno Nelson, Caroline Manewal

Chickering announced that both the Chair and Vice-chair had notified staff that they would be unable to attend tonight's meeting. Chickering unofficially called the meeting to order, then read Article V, Section 3, of the VMAC Bylaws: "In the absence of the Chairperson, and the Vice Chairperson, the Committee shall elect a temporary chairperson for the particular meeting in question."

MOTION: Kesling moved that Bodner be the Chairperson for this meeting. Hoffer seconded. All present voted in favor, motion passed.

Bodner officially called the meeting to order.

IV. VMAC VACANCY

Chickering passed an e-mail communication to the Chair, which staff had received from Koivula. Members reviewed/discussed the four applications, noting that two applicants appeared to have more qualifications that would fit in with the current work of VMAC, including the last resort ordinance implementation and discussion of roadside enhancement projects.

Members discussed whether to attempt to reach consensus on one applicant or to "vote" for a first and second choice candidate. Each member present voted for their first and second choice candidate, and Koivula's first choice vote was counted, with the following results: Sandra Corbin first choice, Susan Forester second choice. Members noted it would be beneficial to have additional location information, other than Commissioner District, e.g. whether the applicant lives in an urban or rural setting.

MOTION: Clements moved to forward to the Board that the consensus of five members was Sandra Corbin as the first choice applicant and Susan Forester as the second choice. Discussion. Members asked about staff's recommendation. Chickering noted staff had not formed an opinion yet. It was noted that garnering votes from the other two absentee members would not change the majority consensus. Hoffer seconded. All present voted in favor and motion carried.

Morrison clarified that the Board's agenda packets would actually include all four applications for the Board to review, along with VMAC's recommendation.