



Crook County

Mailing: 300 NE 3rd Street • Prineville, Oregon 97754
Physical: 300 NE 3rd Street • Prineville, Oregon 97754
Phone (541) 447-6555

August 7, 2026

Ken Fahlgren
kfahlgren3694@gmail.com

Cliff Kiser
crookcountyvcd@gmail.com

RE: Follow-Up Request for Information Regarding Governance and Compliance Review

Dear Chair Fahlgren and Mr. Kiser:

I am writing to follow up on my letter dated June 24, 2026, requesting additional information regarding the Crook County Vector Control District's review of the governance, administrative, financial, and compliance matters discussed during the February 18, 2026, joint meeting between the Board of Commissioners and the Vector Control District Board of Trustees.

As noted in my previous correspondence, the Board requested that the materials be provided within thirty (30) days of receipt of the letter. To date, the County has not received the requested information.

The Board continues to consider this information important for its review of the matters to ensure compliance with ORS 452. Accordingly, I respectfully request that the district provide the information previously requested, including:

1. **Financial Practices and Contractor Arrangement** – A detailed description of the district's financial and administrative practices, including the use of District-issued credit cards, purchasing authority, reimbursement procedures, internal controls, oversight mechanisms, and additional information regarding the district's contractor arrangement.
2. **Legal and Accounting Review** – Written documentation from the district's legal counsel and/or accounting professionals addressing the contractor arrangement and related financial practices, including confirmation that the arrangement complies with applicable legal, tax, employment, and financial requirements.
3. **Public Meetings Law Compliance and Training** – A summary of the district's review of Oregon Public Meetings Law requirements, including any corrective actions, policy changes, or procedural improvements implemented or planned; any guidance or correspondence received from the Oregon Government Ethics Commission; and confirmation that District Board members have completed Oregon Government Ethics and Public Meetings Law training.

Given that the original response deadline has passed, I ask that the material be provided promptly. If additional time is needed to compile the requested information, please provide written notice prior to that date identifying the reason for the delay and an estimated date by which the materials will be provided.

The Board appreciates the district's cooperation and remains committed to maintaining a collaborative working relationship with the Vector Control District. At this time, I anticipate scheduling a joint meeting of the Board of Commissioners and Vector Control District Board on August 26, 2026. We would welcome the attendance of your attorney and/or accountant at that joint meeting to provide further insight into the matters previously discussed.

If you have any questions regarding this request, please feel free to contact me.

Sincerely,

X 

Will Van Vactor
County Manager



Crook County

Mailing: 300 NE 3rd Street • Prineville, Oregon 97754
Physical: 300 NE 3rd Street • Prineville, Oregon 97754
Phone (541) 447-6555

June 24, 2026

Ken Fahlgren
kfahlgren3694@gmail.com

Cliff Kiser
crookcountyvcd@gmail.com

RE: Crook County Vector Control District Status Update

Dear Chair Fahlgren and Mr. Kiser:

At its meeting on June 17, 2026, the Crook County Board of Commissioners reviewed the status update provided by the Crook County Vector Control District regarding matters discussed during the February 18, 2026, joint meeting between the Board of Commissioners and the Vector Control District Board of Trustees.

The Board appreciates the district's efforts to review the issues raised during that meeting, including consultation with legal counsel and accounting professionals and the distribution of public meetings law study materials to District board members.

As discussed during the February 18th joint meeting, the parties anticipated a follow-up review of the governance, administrative, and compliance matters raised during that discussion. Consistent with those discussions, and before determining whether a subsequent joint meeting is necessary, the Board has asked staff to request additional information regarding the district's review and the actions taken in response to the concerns identified during the February meeting.

The Board respectfully requests that the district provide the following information:

- 1. Financial Practices and Contractor Arrangement**

A detailed description of the district's financial and administrative practices, including the use of District-issued credit cards, purchasing authority, reimbursement procedures, internal controls, and oversight mechanisms. The Board also requests additional information regarding the district's contractor arrangement, including the nature of duties performed, use of district resources and equipment, and the basis for classifying the position as an independent contractor rather than an employee.

- 2. Legal and Accounting Review**

Written documentation from the district's legal counsel and/or accounting professionals addressing the contractor arrangement and related financial practices, including confirmation that the arrangement complies with applicable legal, tax, employment, and financial requirements and does not create material liability exposure for the district.

3. Public Meetings Law Compliance and Training

A summary of the district's review of public meetings' law requirements, including any corrective actions, policy changes, procedural improvements, or other measures implemented or planned to ensure ongoing compliance. The Board further requests that the district seek guidance from the Oregon Government Ethics Commission regarding concerns previously raised relating to public meetings' law compliance and provide any resulting recommendations or correspondence received from OGE. In addition, the Board requests that all District Board members complete Oregon Government Ethics and Public Meetings Law training and provide documentation or confirmation of completion.

The Board requests that the above information be provided within thirty (30) days of receipt of this letter.

Upon receipt and review of the requested materials, the Board will determine whether additional discussion or a follow-up joint meeting with the Vector Control District Board of Trustees is warranted.

The Board appreciates the district's continued cooperation and looks forward to receiving the requested information.

Sincerely,

X 

Will Van Vector
County Manager

0A781E582429C741BF740C5EE8472A7F@namprd09.prod.outlook.com.msg

From: Breyanna Cupp
Sent time: 06/24/2026 03:04:59 PM
To: Ken Fahlgren; Cliff Kiser
Cc: Will VanVactor
Subject: Vector Control District Status Update
Attachments: Letter to Vector Control re BOCC request follow up on Jnt Meeting.pdf

Dear Ken and Cliff,

Please see the attached letter from County Manager Will Van Vactor regarding the Vector Control District status update.

If you have any questions, please do not hesitate to contact us. Additionally, we would appreciate it if you could confirm receipt of this email and the attached letter at your earliest convenience.

Thank you and have a great day.



Breyanna Cupp

Executive Assistant to the County Commissioners & County Manager

Physical: 300 NE 3rd St, Prineville, OR 97754

Mailing: 300 NE 3rd St, Prineville, OR 97754

Office: (541) 447-6555

E-mail: Breyanna.cupp@crookcountyor.gov

Website: <https://www.crookcountyor.gov/>

From: Ken Fahlgren <kfahlgren3694@gmail.com>
Sent time: 06/25/2026 06:19:30 AM
To: Breyanna Cupp
Subject: Re: Vector Control District Status Update

I received the letter. Thanks
Sent from my iPhone

On Jun 24, 2026, at 3:05 PM, Breyanna Cupp <Breyanna.Cupp@crookcountyor.gov> wrote:

Dear Ken and Cliff,

Please see the attached letter from County Manager Will Van Vactor regarding the Vector Control District status update.

If you have any questions, please do not hesitate to contact us. Additionally, we would appreciate it if you could confirm receipt of this email and the attached letter at your earliest convenience.

Thank you and have a great day.

<image001.png>

Breyanna Cupp

Executive Assistant to the County Commissioners & County Manager

Physical: 300 NE 3rd St, Prineville, OR 97754

Mailing: 300 NE 3rd St, Prineville, OR 97754

Office: (541) 447-6555

E-mail: Breyanna.cupp@crookcountyor.gov

Website: <https://www.crookcountyor.gov/>

CONFIDENTIALITY NOTICE - This e-mail may contain information that is privileged, confidential, or otherwise exempt from disclosure under applicable law. If you are not the addressee or it appears from the context or otherwise that you have received this e-mail in error, please advise me immediately by reply e-mail, keep the contents confidential, and immediately delete the message and any attachments from your system.

Beware of Scams – Crook County will never ask for payment via wire, Venmo, Cash App, or Zelle. If you have questions about an invoice, please call 541-447-6554 to confirm before sending payment.

<Letter to Vector Control re BOCC request follow up on Jnt Meeting.pdf>

[CAUTION: This email originated from outside of the organization. DO NOT CLICK LINKS or open attachments unless you recognize the sender and know the content is safe]
--