**INFORMAL WORK SESSION MINUTES**
**September 11, 2018 1:30 p.m.** **BOC Conf. Room,** 434 NE Evans St.

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| Present: | Commissioners Mary Starrett, Richard L. "Rick" Olson and Stan Primozich |
| Staff: | Laura Tschabold, Ken Huffer, Todd Sadlo, Mikalie Frei and Brian Young. |
| Guests: | Nicole Montesano, News Register. |

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Commissioner Starrett called the meeting to order at 1:30 p.m.

**A. WORK SESSION**: This time is reserved for topics of discussion scheduled for the Commissioners in advance. If a work session is not needed, the balance of the meeting will begin at 1:30 p.m.

1. Work Session – SEDCOR / Abisha Stone
   a. Review/discussion of quarterly update

Ms. Stone provided some updated highlights of her report. She noted some smaller businesses' visits resulted in jobs added to the community workforce. These jobs will reflect in the next quarter report.

Workforce Development: Ms. Stone noted collaboration with a large manufacturer in Sheridan to support a CTE program with the Sheridan High School. She noted the development of a new marketing website. Ms. Stone provided an update on youth supported workforce development in Sheridan and Newberg.

   b. End of work session.

**B. DEPARTMENT UPDATES:**

1. Emergency Management / Brian Young

Mr. Young updated the Board regarding past and future Emergency Management protocols. He noted that part of FEMA grant requirements is to participate in emergency exercises. Mr. Young state that Yamhill County Emergency Management will participate in an upcoming regional/state exercise. He reports that 2,422 citizens have opted in to the emergency notification program and is working to integrate internal county departments. He notes working with several school districts (following school district requirements).

Mr. Young provided a handout he referred to as "Island Mapping. He discussed a post-Cascadia type seismic event plan outlining access to impassable "islands" that emergency resources will be assigned to.

**C. PRELIMINARY CONSENT AGENDA:**

Consensus of the Board to forward preliminary consent agenda items C1-C4 to the consent agenda for formal session on Thursday.

Minutes

1. a. July 12, 2018, Formal Session.



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B.O. 18-413

Contracts/Grants

2. Approval to declare tax lots #R4317CD2302, #R4317CD2303, #R4317CE2304, #R4317CD2305, #R4317CD2306, #R4317CD2307, #R4317CD2308, #R4317CD2309, #R4317CD2310, #R4317CD2311, #R4317CD2312, #R4317CD2313, also known as Lots 1 through 12 of Dayton Village, in the City of Dayton, Yamhill County, Oregon, and all improvements thereon (the "Property"), to be surplus property and authorizing the closing and sale of the Property to the City of Dayton, a municipal corporation of the State of Oregon, in the amount of $30,989, plus closing costs and fees.

Authority

3. Approval of position authority to delete 1.0 FTE Manager II and add 1.0 FTE Manager III from the HHS Public Health Division management roster.

License/Permit

4. Approval of the purchase of eight additional VMWare licenses with technical support in the amount of $32,600 from CDW.

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**D. NON-CONSENT AGENDA ITEMS OTHER TOPICS FOR DISCUSSION: (Add to consent agenda or leave off):**

1. Consideration of a request from MEDP to declare October 5, 2018 as National Manufacturing Day, to be adopted as a resolution on October 4, 2018.

Consensus of the Board to move forward item D1 to the consent agenda.

**E. EXECUTIVE SESSION:** None.

**F. COMMISSIONER UPDATES/ANNOUNCEMENTS:**

Following commissioner updates the meeting adjourned at 2:32 p.m.

Carolina Rook
Secretary



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Accepted by Yamhill County Board of Commissioners on 11/29/18 by Board Order # 18-413