

**INFORMAL WORK SESSION MINUTES**  
**March 26, 2019 1:30 p.m.**

**Room 32, Courthouse**  
**535 NE Fifth St.**

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Present: Commissioners Richard L. "Rick" Olson, Mary Starrett and Casey Kulla

Staff: Ken Huffer, Justin Hogue, Todd Sadlo, Josephine Ko and Mikalie Frei

Guests: Abisha Stone and Erik Andersson, SEDCOR; Nicole Montesano, News Register; and Dave Adams – KLYC and others as listed on the sign-in sheet.

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Commissioner Olson 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. Child abuse prevention presentation – Russell Mark – rescheduled to Thursday.
2. Work Session – SEDCOR Quarterly update and grant review - Abisha Stone presented the quarterly update noting the highlights of the report (see Exhibit A). Ms. Stone gave an overview of SEDCOR's role in the local cities and county. SEDCOR continues to focus on different marketing efforts and other partnerships to reach out to as many partners as possible. They continue to pursue opportunities for education, specific industry information, and networking opportunities to become jointly informed and build partnerships. One of the highly attended events that they have each year is the annual golf tournament which is normally sold out because people value the socializing environment aspect. They are also focused on continuing to develop partnerships and help businesses through transitions. Ms. Stone asked for any feedback regarding the information provided in the quarterly update and any other information that the Commissioners would like to see reported. SEDCOR is currently planning an event to be held in McMinnville for startup businesses with the goal of bringing entrepreneurs together in the region.

Grow Yamhill County Economic Development Community Grant Program – Abisha Stone reviewed the past history of the grant program in Yamhill County and the proposed grant program (see Exhibit B). In the past grants were reviewed by the Board of Commissioners and/or Budget Committee and now that we have a partnership with SEDCOR they will be the ones to oversee this. The proposal maintains both the small grant and strategic grant programs and adds a start-up grant program. Ms. Stone stated that they would be promoting county-wide accessibility to the grant program and it will be a competitive process with scoring metrics applied to each application. Ms. Stone stated that because this is a proposal any other recommendations that the Commissioners might have can still be added or changed in the final document. The next steps require

approval from the Commissioners regarding the allocations and the addition of the new start-up grant program, along with the scoring metrics and requirements. Timelines were reviewed with recommendations made to the Commissioners. Funding allocations will be discussed at the Budget Committee meetings being held at the end of April.

**B. INFORMAL SESSION:** This time is reserved for briefings, receipt of reports, consultation among commissioners and staff, reports from commissioners on recent actions in the areas of their responsibilities, and other personnel and administrative decisions as appropriate.

1. Department updates: None.
2. Thursday Formal Session Agenda review:  
The consensus of the Board was to move items D1, D2, and D4, to Thursday's consent agenda. D3 to remain on the non-consent agenda.
  - b. Consent Agenda Review (keep or move to non-consent)
  - a. Non-Consent Agenda Review (add to consent or leave off)
3. Executive Session: None
4. Commissioner Updates/Announcements/Discussion:  
There was some discussion regarding how to proceed with the selection and interview process of the applicants who are requesting to be considered to fill the vacancy on the Budget Committee. The consensus of the board was to review the applications at the combined informal/formal session on April 4<sup>th</sup> and select a committee member since this is now a time sensitive matter.

Following commissioner updates the meeting adjourned at 3:05 p.m.

Keri Hinton  
Secretary

Accepted by Yamhill County  
Board of Commissioners on  
5/9/19 by Board Order  
# 19-140