

**INFORMAL WORK SESSION MINUTES**  
**March 3, 2020 1:30 p.m.**

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

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

**Staff:** Ken Huffer, Christian Boenisch, Bill Gille, Lindsey Manfrin, Brad Berry, Keri Hinton, Emily Williams and Nohely Barajas-Montalvo

**Guests:** Nicole Montesano, News Register and others as listed on the sign-in sheet

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

**A. CALENDAR SESSION:** This time is reserved for the review of the commissioner's joint schedule (if needed).

The Commissioners reviewed joint schedules for March 3 through March 29, 2020. No other county business was discussed. Mr. Huffer noted the week of March 30<sup>th</sup> will be the beginning of budget service team presentations.

**B. 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 – None.

**C. 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

a. Health & Human Services – Lindsey Manfrin

Ms. Manfrin addressed the Board regarding COVID-19 and the Public Health Department's role during significant public health situations.

2. Thursday Formal Session Agenda Review

a. Consent Agenda Review (keep or move to non-consent)

The consensus of the Board was for item E1 to remain on Thursday's consent agenda.

b. Non-consent Agenda Review (add to consent or leave off)

The consensus of the Board was to move items F1 through F9 to Thursday's consent agenda. Captain Geist provided explanation for the increases of fees for item F9.

3. Commissioner Updates/Announcements/Discussion:

a. Discussion of Budget Committee applications

There was discussion regarding the applicants and their qualifications for the open position on the budget committee. The consensus of the Board was to add the appointment of Rick John to non-consent for Thursday's agenda.

4. Adjourn

Following commissioner updates the meeting adjourned at 2:05 p.m.

Carolina Rook  
Secretary

Accepted by Yamhill County  
Board of Commissioners on  
8/27/2020 by Board Order  
# 20-289