

BOARD ORDERS AND MINUTES

IN THE BOARD OF COMMISSIONERS OF THE STATE OF OREGON

FOR THE COUNTY OF YAMHILL

SITTING FOR THE TRANSACTION OF COUNTY BUSINESS

THE BOARD OF COMMISSIONERS OF YAMHILL COUNTY (“the Board”) sat for the transaction of county business in combined session on April 24, 2025, at 10:00 a.m. in Room 32 of the Yamhill County courthouse, and in a virtual meeting via Zoom, Commissioners Kit Johnston, Mary Starrett, and David "Bubba" King being present.

Also present were Ken Huffer; County Administrator, Christian Boenisch; County Counsel, Gioia Goodrum; Economic Development, and Shane Hoffman; IT Director, Nohely Barajas-Montalvo; Legal Assistant attended via Zoom.

Guests: Kim Morris, Mike Morris, John Olson, Shawn Daly, Forrest Reinhart, Chris Chenoweth, Edwind Sharrer, and Patricia Benson. Jenn Simonson, Craig Markham, Lee Schrepel, and Marvin Bernards attended via Zoom.

Welcome! Thank you for attending today's meeting. Public participation is encouraged. If you wish to address the Commissioners on any item not on the agenda, you may do so as part of the public comment period at the beginning of the meeting. If you desire to speak on any item, please raise your hand to be recognized after the Chair announces the agenda item. Please fill out a public comment card to indicate your intent to speak. NEW – Public participation also includes the ability to attend Formal Session via Zoom. For attendees that are attending the meeting via Zoom, the Chair will ask if any Zoom attendees wish to provide public comment in same manner as provided above. At that time, attendees will be asked to use the “raise hand” function in Zoom and staff will unmute the participant. Meetings will also continue to be available for view via a live stream on the Commissioners' You Tube channel. Written public comments may be submitted via email at bocinfo@yamhillcounty.gov. by 5:00 p.m. Wednesday.

A. CALL TO ORDER: Commissioner Johnston called the meeting to order at 10:00 a.m.

B. FLAG SALUTE

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

The Commissioners reviewed the joint schedule for the week of April 28, 2025 - May 4, 2025. No other county business was discussed.

D. PUBLIC COMMENT: This time period is reserved for public comment on any topic other than: 1) agenda items, 2) A quasi-judicial land use matter, or 3) a topic scheduled for public hearing. The Chair may limit the length of individual comments.

Commissioner Johnston acknowledged received written public comments via email regarding the Transit Department.

B.O. 25-155

E. DEPARTMENT UPDATES:

1. Information Technology – Shane Hoffman.

Shane Hoffman began his update discussing network security projects his team was working on such as network traffic restrictions, and network penetration tests to simulate cyber-attacks to identify areas of security improvement. He reported the recent click rate results within the county’s cyber security training campaign among county employees was 8%, reflecting a decrease from the last campaign which had an 11.3% response. Mr. Hoffman reviewed several ongoing projects including Windows server updates, upgrade of network infrastructure software, and supporting department moves to the new county campus. He highlighted cost savings by finding a new program to provide read access to historical data in GEMS which is no longer supported, unnecessary subscription removals, and backup storage alternatives. Mr. Hoffman estimated the changes would save approximately \$88,000 annually. A new Verizon representative was able to help identify new plans to reduce expenditures, resulting in total monthly savings across departments of more than \$4,400 per month, or approximately \$53,000 annually. Lastly, Mr. Hoffman reported his team closing 7090 IT support tickets.

For the IT Department, security is their number one priority. They have been working on more restrictive products from lenders and contractors on what they are able to access when doing business with the County. Outside vendors are used for yearly penetration tests. Penetration tests are simulation cyber-attacks to notice weaknesses and strengthen security within their department. KnowB4 is a county-wide tool to help assist with cyber security training. At this time, Yamhill County is at a 12% for falling for scams, which is doubled from last year. Different projects that the Department is working on is network infrastructure and keeping up with current versions of software. Projects have included additional camera systems, improved processing systems, and integrating new programs for HHS, Transit, Sheriff’s Office, and the Jail. IT is also building a new intranet website for internal employees that saves the county an immense amount of money and that is easier to manage. IT has been a huge help in moving departments to the newly purchased OMI building while staying up on numerous IT tickets that help with any department throughout the county.

F. 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 10:00 a.m.

1. **B.O. 25-112 - Work Session** - Consideration of approval to allocate remaining ARPA funds in the amount of \$102,453.46 to George Fox University Childcare program.

Gioia Goodrum participated in discussion with the Board to address the reallocation of ARPA funding in the amount of \$102,453.46 previously awarded to Campfire Columbia who were unable to complete their contract with the county. An agreement to return the funds back to the county was approved and staff clarified that the funds were expected to be returned by April 30, 2025.

Shawn Daly of George Fox University presented the first of two reallocation proposals, announcing that GFU had partnered with Northwest Christian Church after NCC expressed interest in expansion of their current Northwest Early Learning Academy childcare program. Forrest Reinhart of NCC stated the church facility expansion cost was estimated at \$8 million

B.O. 25-155

dollars, of which \$6.5 million was designated for the joint childcare facility project. Commissioner Starrett asked about itemized cost estimates to which Mr. Daly explained that cap estimates would reflect adjusted prices from George Fox's grant award proposal in 2024. Jenn Simonson of YMCA presented a second proposal, stating YMCA recently acquired the Columbia Campfire programs and planned to continue Campfire's summer camp program. YMCA was seeking funding opportunities to cover gap expenses that would not be covered by a YMCA sliding scale scholarship and parent costs.

Ken Huffer shared clarification with the Board related to ARPA compliance of obligation deadlines and added that an allowance was made due to the circumstances with Columbia Campfire not completing their contract. It was clarified that the county could re-obligate the funds to a new project as a new agreement but could not add to an existing obligation. After discussion, Commissioner Johnston motioned to allocate the ARPA childcare funds in the amount of \$102,45.46 to the George Fox childcare program. The motion passed, Commissioners Johnston, Starrett, and King voting aye.

County Administrator, Ken Huffer, suggested that the Board decide where these funds would be allocated during this work session. Some back story is that Campfire Columbia was a summer care program for students in Yamhill County. Due to overspending, Campfire Columbia is unable to finish their contract. They owe the county \$102,453.46, which is due to the county by next Wednesday, April 30, 2025. The County wanted to reallocate these funds with another childcare program that would be beneficial for families within our community. Forrest Reinhart with Northwest Christian Church and Shawn Daly from George Fox came together and wanted to implement a new childcare facility due to the failure of this program. Northwest Early Learning Academy is brought together by Northwest Christian Church and George Fox and will be built and finalized in September of 2026. The overall cost for the total project is estimated at \$8 million dollars. The facility itself, to provide childcare will take \$6.5 million out of the \$8 million. The facility will be able to house 200 kids, that range from 6 weeks old through preschool. They will be open 12 hours a day, 5 days a week, for 52 weeks out of the year. Another allocation option was to Jenn Simonson, from YMCA, who wants to continue a summer camp program like Campfire. According to YMCA, there is a significant gap in parents being able to afford summer camps overall. There are numerous ways and opportunities for parents to have access to this summer care, such as a sliding scale for financial assistance. County Administrator, Ken Huffer mentioned that the county can obligate the funds but have to stay in compliance with ARPA requirements. There can be a new agreement for a new component of the overall project but cannot increase the obligation.

Commissioner Johnston motions to allocate the ARPA childcare funds in the amount of \$102,453.46 to the George Fox childcare program. The motion passed, Commissioners Johnston, Starrett, and King voting aye.

G. CONSENT AGENDA:

Commissioner Starrett moved approval of the consent agenda. The motion passed, Commissioners Johnston, Starrett, and King voting aye.

Surplus

B.O. 25-155

1. **B.O. 25-113** - Approval to declare 12 Mossberg shotguns from the Sheriff's Office as surplus to be sold with proceeds to be used for the purchase of new shotguns.

Minutes

2. **B.O. 25-114** - a. March 6, 2025 - Formal Minutes.
B.O. 25-115 - b. March 13, 2025 - Formal Minutes.
B.O. 25-116 - c. March 20, 2025 - Formal Minutes.
B.O. 25-117 - d. March 27, 2025 - Formal Minutes.
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H. OLD BUSINESS:

1. **B.O. 25-118** - Consideration of authorizing County Counsel Christian Boenisch to sign the final Participation Forms and related documents to include Yamhill County in the proposed national opioid settlement agreement between litigating parties and Target and Costco, settling and releasing all claims against the named parties arising out of federal multi-district opioid litigation. *[Continued from April 17, 2025.]*

County Counsel, Christian Boenisch, stated targeted amounts were \$36,000 from Target and \$216,000 from Costco coming to the county in the proposed opioid settlement agreement between Target and Costco.

Commissioner Johnston moved approval of item H1. The motion passed, Commissioners Johnston, Starrett, and King voting aye.

I. OTHER BUSINESS (Add-ons and non-consent items):

1. **B.O. 25-119** - Consideration of approval in the matter of a resolution 25-04-24-1 recognizing April 30, 2025 as Vietnamese American Remembrance Day.

Commissioner Johnston moved approval of item I1. The motion passed, Commissioners Johnston, Starrett, and King voting aye.

2. **B.O. 25-120** - Consideration of approval of a contract between Yamhill County Public Works and Roy Houck Construction LLC for the Yamhill County 2025 Overlay Project in the amount of \$785,907.70 effective upon the County's issuance of Notice to Proceed, through September 30, 2025. Oracle #PW25001Con.

Commissioner Johnston moved approval of item I2. The motion passed, Commissioners Johnston, Starrett, and King voting aye.

3. **B.O. 25-121** - Consideration of approval of a contract between Yamhill County Public Works and Sierra Sante Fe Corporation for the Yamhill County 2025 Chip Seal Project in the amount of \$1,484,740 effective upon the County's issuance of Notice to Proceed, through September 5, 2025. Oracle #PW25002Con.

Commissioner Johnston moved approval of item I3. The motion passed, Commissioners Johnston, Starrett, and King voting aye.

B.O. 25-155

4. **B.O. 25-122** - Consideration of accepting a Right-of-Way Dedication Deed from Cyclops Properties LLC, GRANTOR, and Charles J. Dolence and Scotty L. Dolence, GRANTOR.

Commissioner Johnston moved approval of item I4. The motion passed, Commissioners Johnston, Starrett, and King voting aye.

5. **B.O. 25-123** - Consideration of approval of an amendment to the agreement with Locum Tenens (B.O. 15-269) between Yamhill County Health and Human Services and Locum Tenens retroactively effective April 8, 2025. Oracle #HHS25019GS.

Commissioner Starrett moved approval of item I5. The motion passed, Commissioners Johnston, Starrett, and King voting aye.

J. PUBLIC HEARINGS: None.

THE RECORDS FOR PUBLIC HEARINGS CAN BE FOUND AT:

<https://www.yamhillcounty.gov/1190/Public-Hearing-Notices>

K. ANNOUNCEMENTS:

1. For information on county advisory committee vacancies, please refer to the county's website, <https://www.yamhillcounty.gov/765/Boards-and-Committees>, or call the Board of Commissioners' office at 503-434-7501 or 503-554-7801 (toll-free from Newberg).

2. For questions regarding accessibility or to request an accommodation contact the Board of Commissioners' office at (503)-434-7501 or (503)-554-7801 (toll-free from Newberg) or email at bocinfo@yamhillcounty.gov.

3. Electronic versions of all meeting agendas and meeting information packets can be found at the county's website: <https://www.yamhillcounty.gov/AgendaCenter>

Following Commissioner announcements, the meeting adjourned at 11:02 a.m.

Jessica Andre
Secretary

YAMHILL COUNTY BOARD OF COMMISSIONERS



Chair

KIT JOHNSTON



Commissioner

MARY STARRETT

Not Available for Signature

Commissioner

DAVID "BUBBA" KING

Approved by the Yamhill County Board of
Commissioners on 06/12/2025
via Board Order 25-155