



"Excellence in Service"

# Yamhill County Sheriff's Office

*Sheriff Sam Elliott*

535 NE 5<sup>th</sup> Street, Room 143, McMinnville, Oregon 97128-4595

Business Office: (503) 434-7506 • Fax: (503) 472-5330

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Email: [sheriff@yamhillcounty.gov](mailto:sheriff@yamhillcounty.gov)

## MEMORANDUM

**DATE:** Yamhill County Board of Commissioners

**TO:** Sam Elliott, Sheriff 

**FROM:** September 5, 2025

**RE:** Request for Grant Application Authorization – CIS Public Safety Grants

CIS is again offering Fiscal Year Public Safety Grants for CIS General Liability members. Members may apply for any relevant category of grants and the 2025-2026 grant funds are categorized as:

- **Corrections Grant** (up to \$5,000): Supports suicide-resistant devices and enhanced surveillance to improve safety for Adults-in-Custody (AIC) and staff.
- **Law Enforcement Grant** (up to \$5,000): Supports patrol-related initiatives that help reduce use-of-force claims, improve safety for officers, or reduce risk of property damage.
- **Body-Worn Systems Grant** (up to \$10,000): Provides reimbursement for body-worn cameras that enhance accountability and transparency. (Does not cover supporting hardware or software.)
- **Property and Evidence Grant** (up to \$5,000): Supports critical improvements in evidence management, including upgrading facilities, implementing tracking technologies, enhancing security, and funding staff training. It also supports policy development, audits, and backlog reduction.

Yamhill County Sheriff's Office has developed three grant proposals – one each in Corrections, Law Enforcement, and Property and Evidence – and I am requesting Board approval to apply for and, if awarded, accept grants as outlined below and on the attached grant application forms.

Grants are listed in the order of agency priority should the Board determine that all three grants are not to be submitted:

- (1) **Property and Evidence Grant** for the renovation of the evidence processing area of the Evidence Building. This renovation will ensure our evidence processing area aligns with industry standards and best practices, enhancing functionality and efficiency, while reducing risk of exposure, cross-contamination, and minimizing errors that could impact successful prosecution.
- (2) **Law Enforcement Grant** for the purchase of less lethal 40mm launchers training kits and additional munitions. This purchase will allow us to recertify those individuals originally trained in January 2024, as well as ensure the 12 Enforcement deputies who have joined the agency since that training are properly trained and certified.

B.O. 25-281

- (3) **Corrections Grant** for the replacement purchase of four Automated External Defibrillators (AEDs) that have reached end-of-life. These devices are staged in the Correctional Facility and the transport vehicles, ensuring access and support to adults in custody who experience sudden medical crisis due to a variety of causes, including self-harm.

The deadline for submission of the grants is September 15, 2025. Successful applicants will be notified by October 15, 2025, and all grant materials must be purchased, implemented, and reimbursement submitted by May 15, 2026.

Thank you for your consideration of this request.

SJE:emw

cc: Ken Huffer, County Administrator  
Justin Hogue, Deputy County Administrator  
Mike Barnhart, Finance Director

Approved by the Yamhill County Board of  
Commissioners on 09/11/2025  
via Board Order 25-281



## CIS Public Safety Grant Application for Fiscal Year 2025-26

### CIS PUBLIC SAFETY GRANT GUIDELINES

CIS will evaluate your grant request based on available funds and the risk reduction it provides to your agency and the CIS Pool.

### APPLICATION SUBMISSION

The application window is open from July 15 to Sept. 15, 2025. Send completed grant applications to: [Public Safety Grants](#). All applications must be submitted by the deadline to be considered for funding. Late or incomplete submissions will not be accepted.

Grant applications will be reviewed Sept. 17, 2025. If selected, applicants will be notified by Oct. 15, 2025.

### REIMBURSEMENT REQUIREMENTS

All reimbursement requests must be submitted by May 15, 2026, to Joleen Wallace at [publicsafetygrants@cisoregon.org](mailto:publicsafetygrants@cisoregon.org) in order to process payment by the end of the fiscal year, June 30, 2026.

If reimbursement information is not submitted by May 15, 2026, grant funds will be forfeited.

### To receive payment, CIS must receive the following no later than May 15, 2026:

- A copy of the grant request
- A copy of the grant approval
- A copy of the invoice(s) from the vendor to the CIS member (not a purchase order or quote)
- A copy of the member's payment to the vendor or company (*must be a signed check or credit card statement showing the charge*)

**Please note:** CIS has limited grant funds and may not be able to award the full amount requested.

Once your application is reviewed, you'll receive an email notification with either an approval or a reason for denial.

If you determine you won't be able to use the awarded funds in fiscal year 2025-26, please notify CIS as soon as possible so the funds can be awarded to the next qualifying member. Failure to notify us may affect your eligibility for future grants.

**Questions about the program?** Email the [CIS Public Safety Team](#).

**Your Contact Information:**

Date: 09/11/2025

CIS Member Name: County of Yamhill

Name and Title of Person Submitting Grant: Cpt. Todd Whitlow, Enforcement Commander

Office #: 503-474-4915 Cell #: \_\_\_\_\_

Email: whitlowt@yamhillcounty.gov

Mailing Address: YCSO, 535 NE 5th St, Rm 143

City: McMinnville Zip Code: 97128

By submitting this application, you agree to the following:

- If approved for the grant, you agree to submit the required documentation by May 15, 2026.
- If approved for a grant and you determine you will not be able to use the awarded grant funds in FY 2025-26, you agree to contact CIS as soon as possible so the funds can be awarded to the next qualifying member. *Failure to notify us may impact your potential for future awarded grant funds.*

**Type of Grant Requested:** (Check the appropriate box)

- Corrections
- Law Enforcement (Patrol/Law Enforcement Administration)
- Body-Worn Camera Systems
- Property and Evidence

**Total Amount of Project:** \$4,381.00

**Grant Amount Requested:** \$4,381.00

Are there any other grant funds being applied to this project?  Yes  No  
If yes, please explain:

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Has your agency received a grant from CIS in the past?  Yes  No

If yes, please describe what the grant was for and the year it was awarded. Was the project completed?

In Fiscal Year 2024/2025, we were awarded \$4,830.11 under the Corrections Grant program for the purchase and implementation of a stair chair for the Yamhill County Correctional Facility and the purchase of Raptor Rescue shears for all certified Corrections Division staff.

All components of the grant were completed successfully.

Please use the space below to explain why your agency needs grant funding from CIS.

As part of the County budget process for FY2023/2024, the Sheriff's Office requested, and was awarded, a one-time allocation to implement some long-desired programs and equipment. One of those requests was for the purchase of three less lethal 40mm launchers and safe impact rounds in order to create a safer and more accurate less lethal alternative to the less lethal bean bag shotguns we had in use at the time.

In January 2024, select staff were trained in the use of the less lethal 40mm launchers, however we did not have sufficient policy to authorize their use in the field. In April 2025, with the transition to Lexipol and the issuance of the Impact Weapon Policy from Lexipol, less lethal 40mm launchers are now in use. However, due to the delay between training and implementation, it is now time for staff to be re-certified in the proper use of the equipment. In addition, we have hired 12 Enforcement certified staff since the prior training who will either need recertification (for lateral deputies) or initial certification (for new deputies).

The CIS grant funds are requested to purchase the training kits in sufficient volume to meet training needs. In addition, we are requesting grant funds to purchase additional stock of 40mm munitions.

Please explain how the grant funding will reduce risk for your agency and reduce claims.

Providing access to less lethal response equipment, along with the proper training to meet certification requirements, is a force multiplier that also works to mitigate risk for deputies in the field and protect the agency by reducing injuries and fatalities (both for staff and civilians) and provide de-escalation tools that will allow staff to gain compliance while reducing risk of serious injury or death.

Along with the changes made over the last several years (implementation of BWCs, migration to Lexipol policy, purchase and implementation of ballistic shields), the support of the less lethal 40mm launchers continues to work to mitigate risk for the agency while maintaining public order within the scope of best practices and preferred methodologies.

Supervisor/Manager of Submitter: Sam Elliott

Title of Supervisor/Manager: Sheriff

Supervisor/Manager Email and Phone Number: elliotts@yamhillcounty.gov / 503-474-6289

Approximate Completion of Project Date: December 31, 2025

**CIS Approval of Grant Request:**

Date Grant Request Received: \_\_\_\_\_

Date Grant Approved or Denied: \_\_\_\_\_

CIS Senior LE RMC Approval: \_\_\_\_\_

CIS Director of Risk Management Approval: \_\_\_\_\_



# Quotation

**CUSTOMER:**  
 Yamhill County Sheriff OR  
 535 Northeast 5th Street  
 McMinnville OR 97128

**SHIP TO:**  
 Yamhill County Sheriff OR  
 535 Northeast 5th Street  
 McMinnville OR 97128

QUOTATION NO.	ISSUED DATE	EXPIRATION DATE
357672	09/03/2025	10/03/2025

SALESPERSON	CUSTOMER SERVICE REP
Cole Bateman cbateman@curtisblueline.com 503-656-0353	Cole Bateman cbateman@curtisblueline.com 503-656-0353

REQUISITION NO.	REQUESTING PARTY	CUSTOMER NO.	TERMS	OFFER CLASS
Def Tech Items	Capt. Whitlow	C37277	Net 30	LE
F.O.B.	SHIP VIA	DELIVERY REQ. BY		
SP	Standard Shipping			

**NOTES & DISCLAIMERS**

Thank you for this opportunity to quote. We are pleased to offer requested items below. If you have any questions, need additional information, or would like to place an order, please contact your Customer Service Rep as noted above.

**Safety Warning Notice:** Products offered, sold, or invoiced herewith may have an applicable Safety Data Sheet (SDS) as prepared by the manufacturer of the product. The SDS is provided with the product. In addition, manufacturer's safety and/or warning notices, instructions and information relating to the proper use and care of the product is provided with the product. All applicable SDS, safety and/or warning notices, instructions and other information provided with the product should be thoroughly read, reviewed, and understood prior to handling, distributing, using, reselling, or servicing any and all products provided by Curtis. Materials utilized to clean, repair, maintain and/or service your owned equipment, as well as Curtis owned equipment, may contain per-and polyfluoroalkyl substances (PFAS) to meet national standards or original manufacturer specifications. For other important product notices and warnings, or to request an SDS, product specifications, manufacturer's safety notices, instructions and/or warning notices, please contact Curtis or visit <https://www.curtisblueline.com/product-notices-warnings>

*Purchase  
 priority*

LN	QTY	UNIT	PART NUMBER	DESCRIPTION	PL	UNIT PRICE	TOTAL PRICE
2	21	EA	1012225 DEF TECH	6325 Sponge Exact Impact 40MM Round		\$26.00	\$546.00
2	1	EA	1013290 DEF TECH	6530 Plastic 40MM Smokeless Powder 250 Shot Round Reloadable Training Kit		\$1,415.00	\$1,415.00
1	300	EA	1013292 DEF TECH	65007 Propellant Cartridge, for 6530 40MM Training Kit	OM	\$4.55	\$1,365.00
						500 x 4.55 = 2275.00	
3	30	EA	1012834 DEF TECH	6320 40MM OC Direct Impact Smokeless		\$26.00	\$780.00
						30 x 26.00 = 780.00	



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LN	QTY	UNIT	PART NUMBER	DESCRIPTION	PL	UNIT PRICE	TOTAL PRICE
5	1	EA	1013437 DEF TECH	6322 Direct Impact CS Round- 40MM, Crushable Foam		\$26.00	\$26.00

30

30 x 26.00 = 780.00

Small Business  
CAGE Code: 5E720  
SIC Code: 5099  
Federal Tax ID: 94-1214350

Total ask for grant. \$4381.00

This pricing generally remains firm until 10/03/2025. Pricing is subject to change if product is affected by the implementation of a tariff. Contact us for updated pricing after this date.

Due to market volatility, global supply chain pressures, and supply shortages, we recommend contacting your local L.N. Curtis and sons office prior to placing your order to confirm pricing and availability. This excludes our GSA Contract and other Fixed Price Contracts which are governed by contract-specific prices, terms, and conditions.

Subtotal	\$3,378.00
Estimated Tax Total	\$0.00
Transportation*	\$0.00
*(to be added when order ships)	
<b>Total</b>	<b>\$3,378.00</b>

[View Terms of Sale and Return Policy](#)