



"Excellence in Service"

# Yamhill County Sheriff's Office

*Sheriff Sam Elliott*

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## MEMORANDUM

**DATE:** Yamhill County Board of Commissioners

**TO:** Sam Elliott, Sheriff

**FROM:** September 25, 2025

**RE:** Request for Adoption - Teamsters MOU re Vacation Scheduling

With this memo, I am formally requesting the adoption of the negotiated Memorandum of Understanding between Yamhill County and Teamsters Local 223 by the Board of Commissioners.

This MOU will permit the Sheriff's Office to perform the annual vacation selection process in September each year, rather than in November of each year as currently stipulated in the 2024-2027 Collective Bargaining Agreement.

This change benefits the County by securing vacation scheduling two months earlier than originally negotiated, which will allow for smoother operations of the agency and more time to identify and schedule backfill needs based on vacation requests. This process is specific to Section 8.4(b) of the cba, which was new language as of the 2024-2027 contract. After working through the process as written during the first year, by mutual agreement and through discussion and a vote by Teamsters members, the new timeline for the process was negotiated.

We believe this is a mutually beneficial agreement, both for Teamster represented employees and the County, and support its formal adoption by the Board.

Thank you for your consideration of this request.

SJE:emw

cc: Ken Huffer, County Administrator  
Justin Hogue, Deputy County Administrator

B.O. 25-313

**MEMORANDUM OF UNDERSTANDING BETWEEN  
YAMHILL COUNTY/YAMHILLCOUNTY SHERIFF'S OFFICE  
AND TEAMSTERS LOCAL 223**

THIS MEMORANDUM OF UNDERSTANDING is made between Yamhill County ("County") and Teamsters Local 223 ("Union").

**WHEREAS:**

- A. The parties have ratified the 2024-2027 Collective Bargaining Agreement ("CBA"), which expires on June 30, 2027.
- B. Under section 8.4 (b) Vacation Scheduling in the CBA the parties previously agreed that, effective July 1, 2024, the seniority based annual vacation selection period shall be from November 1 to November 30 each year.
- C. The parties have now agreed to move the seniority based annual vacation selection period to September 1 to September 30 each year.

All other CBA articles remain unchanged.



For Union

Date:

9/23/2025



For County

Date: 09/24/2025

Approved by the Yamhill County Board of  
Commissioners on 10/02/2025  
via Board Order 25-313