

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 formal session on January 14, 2009, at 9:00 a.m. in Room 32 of the Courthouse, Commissioners Mary P. Stern, Leslie Lewis, and Kathy George being present.

Also present were Laura Tschabold, Administrative Services Director; John M. Gray, Jr., County Counsel; Murray Paolo, Information Systems Director; Caren Anderson, Commission on Children & Families; and Gladys Romero, U.S. Census Bureau.

Commissioner Lewis called the meeting to order.

A. **PUBLIC COMMENT:** This thirty-minute time period is reserved for public comment on any topic other than a quasi-judicial land use matter or other topic scheduled for public hearing. Unless extended or restricted by the Chair or majority of the Board, public comment will be limited to three minutes per person. None offered.

B. **AGENDA:**

Personnel

1. **B. O. 09-10** - Consideration of approval of the employment of Teresa Malay, Yamhill, as Data Analyst in Health & Human Services, regular full-time, Range 17, Step 2, effective February 2, 2009.
2. **B. O. 09-11** - Consideration of approval of the change of status of Betty Hoskins from .8 to .65 FTE in HHS Abacus, retroactive to January 6, 2009.
3. **B. O. 09-12** - Consideration of approval of the employment of Michael Videtich, Sherwood, as Deputy DA 1 in the District Attorney’s Office, regular full-time, Range 21, Step 2, effective January 26, 2009.
4. **B. O. 09-13** - Consideration of approval of the change of status of Drew Callicotte to on-call relief in the Juvenile Department, Range 12, Step 1, retroactive to January 4, 2009.
5. **B. O. 09-14** - Consideration of approval of a contract employee agreement between the Planning Department and Gary Biggs, provider, for building official/inspection services, \$40/hour, retroactive to January 1, 2009.

Ms. Stern moved approval of items B(1) through B(5). The motion passed, Commissioners Lewis, George, and Stern voting aye.

Contracts/Grants

6. **B. O. 09-15** - Consideration of approval of Amendment #62 to the 2007-09 Financial Assistance Agreement #119951 between Health & Human Services and Oregon Department of Human Services to provide \$133,626 for two additional staff in Developmental Disabilities.

Ms. George moved approval of the amendment. The motion passed, Commissioners Lewis, George, and Stern voting aye.

7. Consideration of approval of the following Service Element Prior Authorization (SEPA) approval units for the 2007-09 Financial Assistance Agreement #119951 between Health & Human Services and Oregon Department of Human Services:

- a. **B. O. 09-16** - SEPA Approval Unit #304459, \$25,785;
- b. **B. O. 09-17** - SEPA Approval Unit #304115, \$30,540.

Ms. George moved approval of the SEPA approval units. The motion passed, Commissioners Lewis, George, and Stern voting aye.

8. Consideration of the following grant proposals for the Spirit Mountain Community Fund:
a. Proposal by HHS Public Health for the development and implementation of an Essential Health Center, \$75,000; [*Proposal to be reconsidered for a future grant cycle.*]

b. **B. O. 09-18** - Proposal by Air Support for Project Lifeline to outfit one of the county's aircraft with equipment for fire-fighting and other long-line missions, \$44,244. [*Letter of intent authorized.*]

Laura Tschabold stated that the county can only submit one project at a time and it is up to the Board to decide which project to submit. She said that the Public Health project would have to remain a pilot project unless Mike McNickle can find long-term funding through private sector donations, since Spirit Mountain won't fund ongoing projects. Ms. Stern stated that any requests over \$50,000 have to be discussed with Spirit Mountain ahead of time. She said that this is a great project, but it is unlikely that it would be approved because Spirit Mountain is cutting back on grant amounts. Ms. Lewis agreed that it is a good project and stated that it just needs a little more background work.

Ms. Lewis stated that the Air Support proposal is clearly a one-time project, but the difficulty would be coming up with funds for a 50% match. Murray Paolo discussed the benefits of the proposed equipment and stated that he's had some conversations with Spirit Mountain representatives and believes that \$25,000 in match funds would be sufficient. He said that he has some other equipment that he can sell to raise money and John Krawczyk had originally indicated that there may be some Title 3 money available. He added that he will also talk to Oregon Emergency Management about getting some funding, which could be used for the grant match.

Ms. Lewis stated that this would be a good capability to have, but it is not a critical need for Yamhill County and this is a tough year to be coming up with match funding. She said that

she doesn't think any Title 3 money will be available. She requested a spreadsheet showing which entities are using the county's Air Support services and copies of the memorandums of understanding. Ms. Stern agreed that it would be good to see that data.

Ms. George moved to authorize Mr. Paolo's letter of intent with a clarification that accepting the grant would be contingent on receiving funding from outside entities. After further discussion, Ms. Lewis rephrased the motion to authorize the letter of intent with the understanding that Mr. Paolo would modify the fundraising plan to move the match money from the "approved funding" category to the "pending funding" category and with the further understanding that if he is unable to obtain match funding, the grant request would be rescinded. The motion passed, Commissioners Lewis, George, and Stern voting aye.

Deeds

9. **B. O. 09-19** - Consideration of approval of a statutory quitclaim deed to release property to Roscoe Earl and Rosella Cecilia Langley, retroactive to January 1, 1959, correcting a mistake made in 1958.

Mr. Gray provided background information. Ms. Stern moved approval of the quitclaim deed. The motion passed, Commissioners Lewis, George, and Stern voting aye.

Committees

10. **B. O. 09-20** - Consideration of approval of amended bylaws for the Commission on Children & Families.

Caren Anderson explained that the amended bylaws reflect changes made last May to the vision statement and guiding principles to make them shorter and more visible to the public. She added that the Asset Committee hasn't been functioning for many years, so it was removed from the list. Ms. George moved approval of the bylaws. The motion passed, Commissioners Lewis, George, and Stern voting aye.

11. **B. O. 09-21** - Consideration of approval of the appointment of Howie Harkema to the Commission on Children & Families a lay alternate member.

Ms. George moved approval of the appointment. The motion passed, Commissioners Lewis, George, and Stern voting aye.

C. **OLD BUSINESS:** None.

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

1. Presentation by Gladys Romero, U.S. Census Bureau. *[No formal action taken.]*

Ms. Romero provided information on the types of data collected, how the data is used, and changes in the census form since 2000. She requested that the Board issue a proclamation in support of Census 2010 and form a Complete Count Committee from constituents in the county

who can outreach to communities that are hard to find and count. She provided a sample proclamation and an informational guide on how the committee would work. She stated that the bureau would be providing employees at various locations to provide extra forms and help people fill them out. She requested that the county provide a small space with a table and chair and said that the county can choose who would be hired, as long as the necessary bureau checks are done.

2. **B. O. 09-22** - Consideration of ratifying the change of status of Kathryn Petersen to Deputy DA 2 in the Juvenile Department, Range 26, Step 1, retroactive to December 9, 2008.

Ms. Stern moved approval of item D(2). The motion passed, Commissioners Lewis, George, and Stern voting aye.

3. **B. O. 09-23** - Consideration of approval of the change of status of Chad Anderson to Corrections Reserve in the Jail, part-time on-call, \$10/hour, retroactive to January 9, 2009.

Ms. Stern moved approval of item D(3). The motion passed, Commissioners Lewis, George, and Stern voting aye.

4. Discussion of the sesquicentennial celebration for Yamhill County. *[No formal action taken.]*

5. **B. O. 09-24** - Consideration of adjusting John Gray's employment compensation package to reflect a 4% salary increase, retroactive to December 24, 2008.

Ms. Stern stated that the increase includes a 3% cost of living increase and the 1% equivalent of longevity pay. She moved approval of the item D(5). The motion passed, Commissioners Lewis, George, and Stern voting aye.

6. Executive session pursuant to ORS 102.660(2)(h) for the purpose of consulting with legal counsel regarding potential litigation and ORS 102.660(2)(d) for the purpose of discussing labor negotiations. *[No formal action taken.]*

The meeting recessed to executive session at 10:34 a.m. and reconvened at 11:03 a.m. with no final decisions made and the sense of the Board conveyed to staff.

E. **PUBLIC HEARINGS:** None.

F. **ANNOUNCEMENTS:**

1. The following positions are open to the public. Contact the Commissioners' Office for applications.

- a. Commission on Children & Families, one full member and one alternate member;
- b. Parks & Recreation Board, two positions;

