

**INFORMAL WORK SESSION MINUTES**

**April 10, 2018**

**1:00 p.m.**

**BOC Conf. Room, 434 NE Evans St.**

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Present: Commissioners Mary Starrett, Richard L. "Rick" Olson and Stan Primozech

Staff: Ken Huffer, Christian Boenisch, Jessica Beach, John Phelan

Guests: Nicole Montesano, News Register; David Haugeberg

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Commissioner Starrett called the meeting to order at 1:03p.m.

**A. 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 – Tourism (1:00 p.m. – 1:30 p.m.)

a. Review/discussion: Commissioner Primozech gave a review of the economic development impact from tourism in Yamhill County.

b. Next steps- Next meeting is June 13, 2018. Location to be advised.

c. End of work session – Work session concluded at 1:29 p.m.

**B. DEPARTMENT UPDATES:**

1. Community Justice – Jessica Beach (1:30 p.m.- 1:40 p.m.)

Ms. Beach gave an update regarding adult probation. Ms. Beach noted the hiring of one probation officer and one new correctional manager. Ms. Beach reviewed several staff training opportunities in addition to a new peer support staff/program to focus on staff self-care and vicarious trauma experiences.

**C. PRELIMINARY CONSENT AGENDA:**

Consensus of the board to forward preliminary consent agenda items C1 to the consent agenda for formal session on Thursday.

Contracts/Grants

1. Ratify the agreement between Public Works and Soil and Water Conservation District for the Yamhill Soil and Water Conservation District Invasive Species Program Coordinator position in the amount of \$15,329 and \$10,000 for intern support.

John Phelan reviewed the grant process and purpose. Mr. Phelan noted the roles of the staff that the grant revenue will cover. Mr. Phelan noted that the grant is still in process of approval. Commissioner Olson had concern of Mr. Phelan's memorandum language given that the intergovernmental grant agreement has not been signed. Mr. Boenisch clarified that Mr. Phelan only signed a funding commitment if the grant is awarded.

**D. NON-CONSENT AGENDA ITEMS: (Add to consent agenda or leave off)**

1. David Haugeberg is requesting a statement of support regarding phase 2 of the Dundee Bypass project.

Consensus of the board to move item D1 to the consent agenda for formal session on Thursday.

2. County Administrator Recruitment - Commissioner Olson commented on his preference of citizen participation in the process of the recruitment of County Administrator. Commissioner Primozich commented that he is satisfied with the input given by the stakeholders and community partners that are taking part in selection committees.

3. Commissioner Starrett clarified with Commissioner Olson the need and status of a Goals and Objectives Work Session. Commissioner Olson noted that he would like to reschedule this after the 2018-2019 budget sessions are concluded.

4. Commissioner Primozich discussed grants for the purpose of economic development.

5. Commissioner Starrett recapped her attendance of the American Red Cross emergency preparation fair.

**E. EXECUTIVE SESSION:** None.

**F. COMMISSIONER UPDATES/ANNOUNCEMENTS:**

Following commissioner updates the meeting adjourned at 2:24 p.m.

Carolina Rook  
Secretary

Accepted by Yamhill County  
Board of Commissioners on  
6/21/18 by Board Order  
# 18-199