

INFORMAL SESSION MINUTES

July 11, 2017

2:00 p.m.

Commissioners' Office Conference Room

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

Staff: Laura Tschabold, Ken Huffer, Christian Boenisch, and Mikalie Frei.

Guests: Shane Hoffman, IT Manager, and Nicole Montesano, News Register.

* indicates item forwarded to formal agenda

Commissioner Primozech called the meeting to order at 2:00 p.m.

* Minutes – see agenda for details

* Contracts - see agenda for details.

* Authority – see agenda for details.

* Committees - see agenda for details.

* Fees - see agenda for details.

* Miscellaneous – see agenda for details.

Information Technology Update – Shane Hoffman presented to the board a quarterly update. He discussed completed projects including the Lane County virtual private network (VPN) setup; upgrading all Yamhill County devices from Windows 8 to Windows 10; the information technology (IT) and telecom divisions merger; remote desktop services (RDS) load balancing; and windows server upgrade services (WSUS). He shared with the board some of the department's projects currently in progress such as pretrial reporting, the inmate debit card project; Microsoft (MS) licensing to ensure the county's compliance; and the purchase of licensing for Tableau, a program that is used as a business intelligence tool.

Mr. Hoffman stated the capital project plan refinement and execution is a large focus for the department, adding he cannot emphasize enough how all of this is a team sport. He is anticipating a very busy year of change with the new firewall, core switch implementation and the completion of the ShoreTel project in addition to implementing recommendations from the recent audit. Mr. Hoffman stated he is anticipating the need to fill an office specialist II position after further review of tasks and work load within the department.

Laura Tschabold, County Administrator discussed with the board the City of Newberg's request for county services. Ms. Tschabold stated she received response from each department's manager and/or elected official where services were requested a detailed review of the county's current accessibility and presence. The commissioners discussed the possibility of having a self-service kiosk where citizens could go to handle tasks such as paying fines or fees.

The commissioners discussed the dues for the Council of Government (COG), and how the county has benefitted from its past membership. Commissioner Starrett stated she would like to see what they have done on the county's behalf aside from what is listed on their advertised brochures. Commissioner Primozich suggested inviting Sean O'Day, executive director for the Mid-Willamette Valley Council of Government, to come and present to the board his vision and what COG offers Yamhill County.

There being no further business, the meeting adjourned at 3:30 p.m.

Crystal Cox
Secretary

Accepted by Yamhill County
Board of Commissioners on
8-3-17 by Board Order
17-307