



Yamhill County Sheriff's Office

Sheriff Tim Svenson

535 NE 5th Street, Room 143, McMinnville, Oregon 97128-4595

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

Jail: (503) 434-7507 • Fax: (503) 434-7534 Email: sheriff@co.yamhill.or.us

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MEMORANDUM

To: Yamhill County Board of Commissioners
Ken Huffer, County Administrator
Andrea Paola, Human Resources Manager

From: Tim Svenson, Sheriff 

Date: September 4, 2020

Re: FY2021 Creation of New Position Authority – Jail (010-041)

As proposed and approved through BO 20-270, in the continuing effort to manage risk, limit liability, and address concerns related to the health and safety of adults in custody and staff during the COVID-19 pandemic, the Sheriff's Office successfully sought funding as part of the Oregon Criminal Justice Commission's Coronavirus Emergency Supplemental Funding (CESF) grant to create a new assignment in the Yamhill County Correctional Facility. This assignment, Health And Safety Compliance Deputy, will be responsible for addressing the unique health and safety related concerns specific to the COVID-19 pandemic, as well as the on-going risk management and liability assessment that is inherent in running a 24/7 facility that houses individuals of varying ages, genders, and health and socioeconomic status. This assignment will require additional training and certification, for which the CESF grant has also provided funding.

I am therefore requesting Board position authority approval for the addition of 1.0 FTE to 010-041-404.09 (Correction Officer) increasing the total FTE for FY2021 from 21.0 FTE to 22.0 FTE. This position is fully funded through the CESF grant for the grant period.

Thank you for your consideration of this request.

TS:emw

cc: Justin Hogue, Business Services Director
Mike Barnhart, Finance Manager
Richard Geist, Captain, Corrections Division

Accepted by Yamhill County
Board of Commissioners on
9/10/2020 by Board Order
20-317