

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 combined session on February 24, 2022, at 10:00 a.m. in a virtual meeting via Zoom, Commissioners Lindsay Berschauer, Casey Kulla and Mary Starrett being present.

Also present were Ken Huffer, County Administrator; Christian Boenisch, County Counsel; Shane Hoffman, IT Manager; and Nohely Barajas-Montalvo, Legal Assistant.

Guests via Zoom: Doug Rux, City of Newberg; Nick Popenuk, Tiberius Solutions; Anne Falla; Marvin Bernards; Mary; Encompass Yamhill Valley; and Sheila Barnes.

Welcome! Due to COVID-19 and physical distancing requirements, attending the meeting is discouraged. The public can view the meeting via the YouTube link on the Yamhill County Meetings page. <https://www.co.yamhill.or.us/meetings>. See below for instructions regarding submitting general public comment or comments on agenda items.

A. CALL TO ORDER: Commissioner Berschauer called the meeting to order at 10:00 a.m.

B. FLAG SALUTE

C. CALENDAR SESSION: This time is reserved for the review of the commissioner's joint schedule (if needed).

The Commissioner's reviewed the joint schedule for the week of February 28 – March 6, 2022. No other county business was discussed.

D. PUBLIC COMMENT: *Due to COVID-19 and physical distancing requirements, anyone wishing to submit general public comment or comments related to a specific agenda item may do so in written format via email at bocinfo@co.yamhill.or.us or by mail at 535 NE Fifth St., McMinnville, OR 97128. Any comments received prior to the meeting will be shared with the Board of Commissioners and submitted to the record.*

There were no public comments received.

E. DEPARTMENT UPDATES: Information Technology – Shane Hoffman

Mr. Hoffman presented an overview of his department's latest projects. Highlights included security updates, the implementation of the new GEMS financial system and Room 32

technologic upgrades. He added that the new service ticket program SysAid has proven to be an efficient tool in resolving departmental IT issues.

F. 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 10:00 a.m.

1. Work Session –

a. Review/discussion of Newberg Urban Renewal Presentation – Doug Rux

Mr. Rux presented the revised renewal plan with added 2022 functional plans. He noted the 45-day consult/confer period ends March 28th for all taxing districts to submit comments to the Newberg City Council. A public hearing on the revised renewal proposal is scheduled on April 4, 2022.

b. End of work session.

G. CONSENT AGENDA:

Commissioner Kulla moved approval of the consent agenda. The motion passed, Commissioners Berschauer, Starrett and Kulla voting aye.

Minutes

1. a. **B.O. 22-52** - October 7, 2021; Formal/Informal Session;
 - b. **B.O. 22-53** - October 14, 2021; Formal/Informal Session;
 - c. **B.O. 22-54** - October 21, 2021; Formal/Informal Session;
 - d. **B.O. 22-55** - October 28, 2021; Formal/Informal Session;
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H. OLD BUSINESS: None.

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

1. **B.O. 22-56** - Consideration of approval of adding 2.0 full-time equivalent (FTE) of Registered Nurse II, 2.0 full-time equivalent (FTE) of Management Analyst, and 1.0 full-time equivalent (FTE) of Program Manager I in the Health and Human Services position management roster.

Commissioner Starrett moved approval of item I1. The motion passed, Commissioners Berschauer, Starrett and Kulla voting aye.

2. **B.O. 22-57** - Consideration of approval of adding 3 full-time equivalent (FTE) of HS Specialist I, 1.0 full-time equivalent (FTE) of HS Specialist II, 2.0 full-time equivalent (FTE) of Office Specialist II, and 1.0 full-time equivalent (FTE) of Program Manager I in the Health and Human Services position management roster.

Commissioner Starrett moved approval of item I2. The motion passed, Commissioners Berschauer, Starrett and Kulla voting aye.

J. PUBLIC HEARINGS: None.

K. ANNOUNCEMENTS:

1. For information on county advisory committee vacancies, please refer to the county's website, <https://www.co.yamhill.or.us/content/board-commissioners-committees>, or call the Board of Commissioners' office at 503-434-7501 or 503-554-7801 (toll-free from Newberg).
2. For questions regarding accessibility or to request an accommodation contact the Board of Commissioners' office at (503)-434-7501 or (503)-554-7801 (toll-free from Newberg) or email at bocinfo@co.yamhill.or.us
3. Electronic versions of all meeting agendas and meeting information packets can be found at the county's website: <https://www.co.yamhill.or.us/meetings>

Following Commissioner announcements, the meeting adjourned at 10:52 a.m.

Carolina Rook
Secretary

YAMHILL COUNTY BOARD OF COMMISSIONERS


Chair **LINDSAY BERSCHAUER**


Commissioner **CASEY KULLA**


Commissioner **MARY STARRETT**

Accepted by Yamhill County
Board of Commissioners on
4/28/22 by Board Order
22-129