



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 August 8, 2024, at 10:00 a.m. in Room 32 of the Yamhill County courthouse and in a virtual meeting via Zoom, Commissioners Lindsay Berschauer, and Kit Johnston, and Mary Starrett being present.

Also present were Ken Huffer, County Administrator; Jodi Gollehon, Assistant County Counsel II; Sam Elliott, Sheriff; Ashley Watkins, Solid Waste Coordinator; Travis Pease, Parks Manager; Mark Lago, Public Works Director; and Carolina Rook, BOC Staff. Greg Haffner, Engineer; and Nohely Barajas-Montalvo, Legal Assistant participated via Zoom.

Guests: David “Bubba” King, Ernie Martin, Beth Keyser, and Dan Blue. Kevin Flood, Becky, and J participated via Zoom.

Welcome! Thank you for attending today’s meeting. Public participation is encouraged. If you wish to address the Commissioners on any item not on the agenda, you may do so as part of the public comment period at the beginning of the meeting. If you desire to speak on any item, please raise your hand to be recognized after the Chair announces the agenda item. Please fill out a public comment card to indicate your intent to speak. NEW – Public participation also includes the ability to attend Formal Session via Zoom. For attendees that are attending the meeting via Zoom, the Chair will ask if any Zoom attendees wish to provide public comment in same manner as provided above. At that time, attendees will be asked to use the “raise hand” function in Zoom and staff will unmute the participant. Meetings will also continue to be available for view via a live stream on the Commissioners’ You Tube channel. Written public comments may be submitted via email at bocinfo@yamhillcounty.gov.

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 Commissioners reviewed the joint schedule for the week of August 12– August 18, 2024. No other county business was discussed.

D. PUBLIC COMMENT: This time is reserved for public comment on any topic other than: 1) agenda items, 2) A quasi-judicial land use matter, or 3) a topic scheduled for public hearing. The Chair may limit the length of individual comments.

Commissioner Berschauer acknowledged public comments received via Zoom related to ethical termination laws. There were no other public comments received.

E. DEPARTMENT UPDATE:

a. Sheriff's Office – Sheriff Sam Elliott

Sheriff Sam Elliott updated the Board about a policy manual update with Lexipol stating that the department was roughly 25% through the project. He stated that the Jail specific policy was being updated simultaneously and he anticipated completing the project by October 2024. The Sheriff's Office had reestablished a full-time presence in the more rural portion of the County around the Nestucca river in partnership with the Bureau of Land Management and Oregon State Parks and Recreation. Body worn cameras as in the Jail and on Patrol had been considered successful and continued to increase efficiency. Another project was a professional visiting booth to facilitate professional entities to meet with and, provide services to, inmates. A new record request portal called Next Request went live for the public which would allow staff to better monitor requests. Sheriff Elliott explained that a large Computer-Aided Dispatch project with the IT department had been completed and the department had begun updating the records management system. The control panel in the Jail had been updated. The biggest issue the department was facing according to the Sheriff is low staffing. He stated that the budget for overtime was being spent rapidly in response to the personnel shortage. Sheriff Elliott stated that the department was prioritizing wellness and increasing moral due to statistical health risks and stress related issues that are common in law enforcement. Training had recently been utilized to mitigate the effects of potential trauma related to the job.

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 – None.

G. CONSENT AGENDA:

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

Minutes

1. **B.O. 24-231** - a. April 4, 2024; Formal/Informal Session;
- B.O. 24-232** - b. April 11, 2024; Formal/Informal Session;
- B.O. 24-233** - c. April 18, 2024; Formal/Informal Session;
- B.O. 24-234** - d. April 25, 2024; Formal/Informal Session;
- B.O. 24-235** - e. May 2, 2024; Formal/Informal Session;
- B.O. 24-236** - f. May 9, 2024; Formal/Informal Session;
- B.O. 24-237** - g. May 16, 2024; Formal/Informal Session;
- B.O. 24-238** - h. May 23, 2024; Formal/Informal Session; and

B.O. 24-239 - i. May 30, 2024; Formal/Informal Session.
[Continued from August 1, 2024.]

Committees

2. **B.O. 24-240** - Approval of the following changes to the Planning Commission Members:
 - a. Reappoint Mark Gaibler for a four-year term, expiring August 8, 2028.

Contracts & Grants

3. **B.O. 24-241** - Approval of an agreement between Yamhill County Health and Human Services and Dayton School District to provide behavioral health counseling services in the not to exceed amount of \$14,425.74 effective for the 2024-2025 school year. #HHS24058IGA.
4. **B.O. 24-242** - Approval of an agreement between Yamhill County Health and Human Services and McMinnville School District to provide behavioral health counseling services in the not to exceed amount of \$72,128.61 effective for the 2024-2025 school year. #HHS24054IGA.

H. OLD BUSINESS: None.

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

[Note: Commissioner Berschauer requested to move items I9 and I10 to the beginning of Other Business. See items I9 and I10 for Board actions].

1. **B.O. 24-243** - Consideration of approval of Amendment #2 to Agreement #180161 (BO 23-176) between Yamhill County and the Oregon Health Authority (OHA) reallocating \$100,000 from Tuition Assistance to Other Programs and Incentives. #HHS24036IGA.

County Administrator Ken Huffer clarified that utilization of the funds for Tuition Assistance wasn't common which was the reason for reallocating it, but that there were still funds available for Tuition Assistance if needed.

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

2. **B.O. 24-244** - Consideration of approval of Amendment #5 to Agreement #026028 (BO 24-29) between Yamhill County Health and Human Services and the Oregon Health Authority to increase funding in the amount of \$274,250.10 for Jail Diversion Services for the total amount of \$570,580.02, retroactive to July 1, 2024, through June 30, 2025. #HHS24037IGA.

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

3. **B.O. 24-245** - Consideration of approval of additional position management authority for 1.00 FTE of an Advanced Practice Behavioral Health Clinician and 1.00 FTE of Human Services Specialist 1.

Commissioner Berschauer moved approval of item I3. The motion passed, Commissioners Berschauer, Johnston, and Starrett voting aye.

4. **B.O. 24-246** - Consideration of approval of an Intergovernmental Agreement between Yamhill County and the Housing Authority of Yamhill County for purposes of coordination between the County and HAYC to identify eligible individuals/families for Section 8 vouchers for the Stratus Village project, effective September 1, 2024, through June 30, 2027, with automatic renewal for successive three-year terms unless terminated.

Commissioner Starrett moved approval of item I4. The motion passed, Commissioners Berschauer, Johnston, and Starrett voting aye.

5. **B.O. 24-247** - Consideration of approval of a Contract Employment Agreement between Yamhill County and Amy Thorkildson for HHS Administrative Services in the amount of \$38.00 per hour, not to exceed 19 hours per week effective August 9, 2024, through June 30, 2025, with automatic renewal unless sooner terminated.

Commissioner Starrett moved approval of item I5. The motion passed, Commissioners Berschauer, Johnston, and Starrett voting aye.

6. **B.O. 24-248** - Consideration of approval of Amendment #1 to the Grant Agreement #SCP-23-46 between Yamhill County and the Criminal Justice Commission to support the Adult Recovery Court in the amount of \$237,720 effective upon full execution through March 5, 2025. #CJ24001IGA.

Commissioner Berschauer moved approval of item I6. The motion passed, Commissioners Berschauer, Johnston, and Starrett voting aye.

7. **B.O. 24-249** - Consideration of approval of Amendment #1 to the Grant Agreement #SCP-23-47 between Yamhill County and the Criminal Justice Commission (CJC) to support Juvenile Drug Court in the amount of \$238,310 effective upon full execution through March 5, 2025. #CJ24002IGA.

Commissioner Berschauer moved approval of item I7. The motion passed, Commissioners Berschauer, Johnston, and Starrett voting aye.

8. **B.O. 24-250** - Consideration of approval of Amendment #1 to the Grant Agreement #SCP-23-48 between Yamhill County and the Criminal Justice Commission (CJC) to support Court Coordinated Services in the amount of \$89,666 effective upon full execution through March 5, 2025. #CJ24003IGA.

Commissioner Berschauer moved approval of item I8. The motion passed, Commissioners Berschauer, Johnston, and Starrett voting aye.

9. **B.O. 24-251** - Consideration of approval of the revised Park Advisory Board Bylaws (BO 21-324).

Commissioner Johnston moved approval of item I9. The motion passed, Commissioners Berschauer, Johnston, and Starrett voting aye.

10. **B.O. 24-252** - Consideration of approval to revise Board Order 24-173 replacing the suburban zone rate sheet for Yamhill County Solid Waste Department and Recology Western Oregon.

Commissioner Johnston moved approval of item I10. The motion passed, Commissioners Berschauer, Johnston, and Starrett voting aye.

J. PUBLIC HEARINGS: None.

THE RECORDS FOR PUBLIC HEARINGS CAN BE FOUND AT:

<https://www.yamhillcounty.gov/1190/Public-Hearing-Notices>.

K. ANNOUNCEMENTS:

1. For information on county advisory committee vacancies, please refer to the county’s website, <https://www.yamhillcounty.gov/765/Boards-and-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@yamhillcounty.gov.

3. Electronic versions of all meeting agendas and meeting information packets can be found at the county’s website: <https://www.yamhillcounty.gov/AgendaCenter>.

Following Commissioner announcements, the meeting adjourned at 11:00 a.m.

Bailey Barnhart
Secretary

YAMHILL COUNTY BOARD OF COMMISSIONERS

Chair LINDSAY BERSCHAUER

Commissioner KIT JOHNSTON

Commissioner MARY STARRETT