

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 formal session on November 6, 2014, at 10:00 a.m. in Room 32 of the courthouse, Commissioners Allen Springer, Kathy George, and Mary Starrett being present.

Also present were Laura Tschabold, County Administrator; Christian Boenisch, County Counsel; John Phelan, Public Works Director; Becky Weaver, Accounting Manager; Scott Maytubby, Assessors’ Office; Nicole Montesano, News-Register; and Dave Cox, 882 SW Goucher St., McMinnville.

Commissioner Springer called the meeting to order at 10:02 a.m. Invocation was offered by Camren Nye.

A. **PUBLIC COMMENT:** This thirty-minute time period is reserved for public comment on any topic other than a quasi-judicial land use matter or other topic scheduled for public hearing. Unless extended or restricted by the Chair or majority of the Board, public comment will be limited to three minutes per person. None offered.

B. **CONSENT AGENDA:** Commissioner Starrett moved approval of the consent agenda. The motion passed, Commissioners Springer, George and Starrett voting aye.

Minutes

1. Approve the following formal session minutes:
  - a. **B.O. 14-653** - August 14, 2014;
  - b. **B.O. 14-654** - August 21, 2014;
  - c. **B.O. 14-655** - September 11, 2014;
  - d. **B.O. 14-656** - September 25, 2014;
  - e. **B.O. 14-657** - October 2, 2014;
  - f. **B.O. 14-658** - October 9, 2014;
  - g. **B.O. 14-659** - October 16, 2014; and
  - h. **B.O. 14-660** - October 23, 2014.

Personnel

2. **B.O. 14-661** - Approve the change of status of Rosa Duran, Senior Accounting Clerk, in HHS Adult Behavioral Health to add bilingual pay in the amount of \$100 per month, effective November 10, 2014.

3. **B.O. 14-662** - Approve the employment of Shawn Glidden as Office Specialist 1 “UA Technician” in HHS Adult Behavioral Health, regular full-time, Range 4, Step 1, effective November 10, 2014.
4. **B.O. 14-663** - Approve the change of status of David Cano to full-time HS Specialist 1 in HHS Family & Youth with bilingual pay at the rate of \$100 per month, Range 17, Step 1, effective November 10, 2014.
5. **B.O. 14-664** - Approve the employment of Frances Gallagher as HS Associate in HHS Community Support Services, regular part-time, on-call , Range 14, Step 1, effective November 10, 2014.
6. **B.O. 14-665** - Approve the employment of Karla Meyer as HS Specialist 2 in HHS Family & Youth, regular full-time, Range 20, Step 2, effective November 10, 2014.
7. **B.O. 14-666** - Approve the employment of Anastasia White as regular .48 FTE HS Specialist 1 “Employment Specialist” in HHS Community Support Services with shift differential at .40 cents an hour when working applicable shifts, Range 17, Step 1, effective November 12, 2014.
8. **B.O. 14-667** - Approve the employment of Elizabeth McLeod as HS Associate “Peer Support Specialist” in HHS Community Support Services, regular full-time with shift differential at .40 cents an hour when working applicable shifts, Range 14, Step 1, effective November 24, 2014.
9. **B.O. 14-668** - Approve an increase in position management authority for Human Services Specialist 2 of .40 full-time equivalent (FTE).
10. **B.O. 14-669** - Approve the employment of Sara Crandall as HS Associate in HHS Adult Behavioral Health, regular full-time, Range 14, Step 2, effective November 10, 2014.
11. **B.O. 14-670** - Approve the employment of Rene Delgado as HS Specialist 1 in HHS Family & Youth, regular full-time, Range 17, Step 1, effective November 10, 2014.
12. **B.O. 14-671** - Approve the change of status of Amanda Mueller to Senior Office Specialist in the Department of Community Justice, effective November 9, 2014.

#### Contracts

13. **B.O. 14-672** - Ratify Amendment #10 to Agreement #142033 between Public Health Division and Oregon Health Authority to correct the state funding designation to School Based Health Clinic Base funds.

14. **B.O. 14-673** - Approve Agreement #146869 between Yamhill County Medical Reserves Corps and Oregon Health Authority, Public Health Division for the Healthcare Preparedness Program (HPP), total amount of \$1,768, retroactive to July 1, 2014 through July 31, 2015.
15. **B.O. 14-674** - Approve Amendment #3 to an agreement between HHS and Yamhill Valley Treatment to extend funding for the following:
  - a. Women’s Recovery Court, \$1000/month, retroactive to July 1, 2014 through June 30, 2015;
  - b. Increase and extend funding for the Transitional Treatment program by \$2000/month, retroactive to October 1, 2014 through June 30, 2015; and
  - c. Update language to coincide with agreement with the Criminal Justice Commission and Substance Abuse and Mental Health Services Administration (SAMHSA).
16. **B.O. 14-675** - Approve an agreement between Yamhill County and Haworth, Inc. for the Juvenile Corrections Awning project, total amount of \$17,655.

Policy

17. **B.O. 14-676** - Approve the revised Hiring Procedures Policy.
18. **B.O. 14-677** - Approve a policy revision to the County Email Use Policy.
19. **B.O. 14-678** - Approve the Veterans Employment Preference Hiring and Promotion Policy.

Surplus

20. **B.O. 14-679** - Declare an inventory of surplus computers and equipment from Information Technology as surplus county property to be offered for sale on the county’s website.

C. **OLD BUSINESS:** None.

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

1. **B.O. 14-680** - Consideration of approval of a board order in the matter of advancing taxes for certain municipalities pursuant to ORS 311.392.

Commissioner Starrett moved approval of item D(1). The motion passed, Commissioners Springer, George and Starrett voting aye.

2. **B.O. 14-681** - Consideration of approval of a contract between Yamhill County and Haworth, Inc. for the Abacus Remodel project in the amount of \$260,000.

Commissioner Springer moved approval of item D(2). The motion passed, Commissioners Springer, George and Starrett voting aye.

3. **B.O. 14-682** - Consideration of approval to “load rate” the Palmer Creek bridge at three tons.

Mr. Phelan explained that Palmer Creek bridge has been deemed in poor condition and deteriorating and requested the Board authorize load rate of the bridge. He added that the corrective action will most likely be to replace the 307 foot long bridge and will cost around \$700,000 for pillar replacements. Ms. Tschabold referred to the letter from ODOT which suggests the bridge be closed. Ms. Starrett added that the public needs to be notified before this takes place and suggested a detour for an alternate route for drivers. Commissioner Starrett moved approval of item D(3). The motion passed, Commissioners Springer, George and Starrett voting aye.

4. **B.O. 14-683** - Consideration of correcting the effective date of B.O. 14-652 (SW Bayou Drive) to October 30, 2014.

Commissioner Springer moved approval of item D(4). The motion passed, Commissioners Springer, George and Starrett voting aye.

E. **PUBLIC HEARINGS:** None.

F. **ANNOUNCEMENTS:**

1. For information on county advisory committee vacancies, please refer to our website, [www.co.yamhill.or.us/content/volunteer-opportunities](http://www.co.yamhill.or.us/content/volunteer-opportunities), or call the Board of Commissioners’ office: 503-434-7501 (from McMinnville) or 503-554-7801 (toll-free from Newberg).

The meeting adjourned at 10:26 a.m.

Lucy Flores Mendez  
Secretary

YAMHILL COUNTY BOARD OF COMMISSIONERS

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Chair ALLEN SPRINGER

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Commissioner KATHY GEORGE

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Commissioner MARY STARRETT