

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 September 23, 2009, at 9:00 a.m. in Room 32 of the Courthouse, Commissioners Leslie Lewis, Kathy George, and Mary P. Stern being present.

Also present were Laura Tschabold, Administrative Services Director; John Gray, Jr., County Counsel; Rick Sanai, Assistant County Counsel; John Krawczyk, Budget Director; Mike McNickle and Gary VanDerVeen, HHS Public Health; Dawn Cottrell and Joseph Leykam, HHS Family & Youth; Murray Paolo, Information Systems Manager; and Nicole Montesano, News-Register.

Commissioner Lewis called the meeting to order.

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:** Ms. Stern moved approval of the consent agenda with the omission of items B(9) and B(10) and a correction to the dollar amount on item B(6). The motion passed, Commissioners Lewis, George, and Stern voting aye.

Personnel

1. **B.O. 09-581** - Approve the employment of Kimberly Cota as Program Manager 3 in HHS Developmental Disabilities, regular full-time, Range 27, Step 3, effective October 26, 2009.

Contracts/Grants

2. **B.O. 09-582** - Ratify approval of Amendment #5 to the 2009-11 Financial Assistance Agreement #127319 between Health & Human Services, provider, and Oregon Department of Human Services, to add \$15,000 in transportation funding.

3. **B.O. 09-583** - Approve an intergovernmental agreement between Health & Human Services and Oregon Department of Human Services, provider, for shredding services, not to exceed \$5000, effective through October 1, 2010.

4. **B.O. 09-584** - Approve an intergovernmental agreement between the District Attorney’s Office, provider, and the Oregon Department of Justice for family support programs, \$52,684, retroactive to July 1, 2009, through June 30, 2011.

5. **B.O. 09-585** - Accept the low bid of \$8330 submitted by IRS Environmental of Portland, Inc., for Phase 2 clean-up of courthouse courtrooms and award the contract to IRS Environmental.
6. **B.O. 09-586** - Approve a grant agreement between the Commission on Children & Families, grantee, and the Oregon Community Foundation for the OCF Reading for All project, \$81,666 for the first year, effective through September 30, 2012.
7. **B.O. 09-587** - Approve a modification of Psychologist Services Agreement between HHS Adult Mental Health and Paul Stolfzfus, PsyD, provider, to include clinical supervision services of George Fox University students through HHS Family & Youth, modifying Board Order 09-280.
8. Approve contracts between HHS Development Disabilities and the following providers for transportation services:
 - a. **B.O. 09-588** - Shirley Leonard, Dayton, \$185 per client per month, retroactive to May 1, 2009, through June 30, 2010, replacing the agreement identified as Board Order 09-514;
 - b. **B.O. 09-589** - Deborah & Steven Ruyle, Amity, \$391 per client per month, retroactive to July 1, 2009, through June 30, 2010.
9. **See OTHER BUSINESS** - Approve a lease/purchase agreement between Information Systems and Unisys Leasing* for replacement of server hardware and software for the Assessor's Office, Planning Department, and Dog Control, \$252,734.

Fees

10. **See OTHER BUSINESS** - Approve a new fee of \$1188 for the licensing of public pools by HHS Public Health.

C. OLD BUSINESS:

1. **B.O. 09-590** - Consideration of adoption of Ordinance 836, amending the Ambulance Service Area Ordinance to designate non-emergency ambulance services and inter-facility ambulance transfers as franchised services offered by ambulance service providers within ambulance service areas, as tentatively approved September 16, 2009.

John Gray provided the first and second readings of the ordinance by title only, declaring an emergency. Ms. George moved approval of the ordinance. The motion passed, Commissioners Lewis, George, and Stern voting aye.

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

1. Presentation on Collaborative Problem Solving by Dawn Cottrell and Joseph Leykam.
[No action taken.]

Ms. Cottrell stated that she and Mr. Leykam have been working to get community partners on board with a new philosophy and treatment to divert high-needs youth with mental

health issues from placement in expensive residential care outside the community. Mr. Leykam discussed the philosophy of collaborative problem solving.

2. Consideration of approval of a new fee of \$1188 for the licensing of public pools by HHS Public Health, effective October 1, 2009. *[Tentatively approved, order to be adopted September 30, 2009.]*

Mike McNickle stated that this would be for new construction or remodeling of public pools only. He explained that the process is currently done through the state, but he would like to establish a local process that works better for everyone and allows necessary changes to be made early in the process rather than at the last minute. Gary VanDerVeen stated that Washington County's fee is similar to this proposal. Mr. McNickle added that many of the counties that are charging lower fees are subsidizing the costs with general funds. The Board agreed to have Mr. Gray prepare an order for adoption the following week, with an annual CPI-based increase built into the fee schedule.

3. Consideration of approval of a lease/purchase agreement between Information Systems and Unisys Leasing* for replacement of server hardware and software for the Assessor's Office, Planning Department, and Dog Control, \$252,734. *[Continued to September 30, 2009.]*

Murray Paolo discussed the proposed agreement and stated that the expenditure is already included in the budget. He said that if the server is not replaced, the county will have to start paying a monthly support fee of \$5843 to Unisys when the current contract expires on October 7. Ms. Lewis expressed concern about spending so much money to convert the databases if that money could go toward the future purchase of new software for the Assessor's Office. Mr. Paolo stated that Manitron, one of the potential software vendors, has confirmed that the database conversion would be beneficial for the new software. He agreed to approach Unisys about negotiating a lower monthly support rate and possibly a two-year contract.

4. **B.O. 09-591** - Consideration of declaring a list of computer items as surplus county property to be sold on the county's website.

Mr. Paolo stated that the previous surplus sales held in the Annex have involved significant labor and time, so he would like to try selling the surplus items on the county website for a set price on a first-come-first-serve basis. He said that he had considered eBay, but doesn't want to get involved in shipping items. He proposed a trial sale of six items to see how well the process would work.

Ms. Lewis moved approval of item D(4). The motion passed, Commissioners Lewis, George, and Stern voting aye.

5. **B.O. 09-592** - Consideration of approval of an agreement between Geographic Information Systems, provider, and the U.S. Census Bureau for updated address information on new construction.

Mr. Paolo stated that this would take about an hour of staff time and would be in the county's best interest because many grants are based on this data. Ms. Lewis moved approval of item D(5). The motion passed, Commissioners Lewis, George, and Stern voting aye.

6. **B.O. 09-593** - Consideration of adoption of Ordinance 842, amending Ordinance 841 to correct the tax lot number and heading and to add the zone map as Exhibit B, Planning Docket PAZ-02-09, applicant Bruce Bandstra.

Mr. Sanai provided the first and second readings of Ordinance 842 by title only, declaring an emergency. Ms. Stern moved to adopt the ordinance. The motion passed, Commissioners Lewis, George, and Stern voting aye.

7. **B.O. 09-594** - Consideration of approval of Service Element Prior Authorization (SEPA) Approval Unit #397528 for the 2009-11 Financial Assistance Agreement #397528 between HHS and Oregon Department of Human Services, \$73,752.

Ms. George moved approval of item D(7). The motion passed, Commissioners Lewis, George, and Stern voting aye.

8. **B.O. 09-595** - Consideration of ratifying approval of Grant Agreement #1H79TI021515-01 between HHS Chemical Dependency, grantee, and the Substance Abuse and Mental Health Services Administration (SAMHSA) to expand drug court services, \$141,101 for Year 1 of a three-year period.

Ms. George moved approval of item D(8). The motion passed, Commissioners Lewis, George, and Stern voting aye.

9. **B.O. 09-596** - Consideration of the employment of Ross Eells as Extra Help in the Jail, part-time on-call, \$19/hour, effective September 24, 2009.

Ms. Stern moved approval of item D(9). The motion passed, Commissioners Lewis, George, and Stern voting aye.

10. **B.O. 09-597** - Consideration of approval of Change Order #2 to Contract #09-353 between Public Works and Baker Rock Resources West, provider, to add Loganberry Lane in Sheridan to the 2009 Overlay Project List, \$238,348.

Ms. Lewis moved approval of item D(10). The motion passed, Commissioners Lewis, George, and Stern voting aye.

E. **PUBLIC HEARINGS:** None.

