

**INFORMAL MINUTES**

**September 28, 2009**

2:00 p.m.

Oval Office

PRESENT: Commissioners Leslie Lewis, Kathy George, and Mary P. Stern.

Staff: Laura Tschabold, John M. Gray, Jr., and Doug McGillivray.

Guests: Hannah Hoffman, News-Register; Richard Lightfoot, 2712 Haworth Ave, Newberg; Jon Waldum, 16305 SW Barrows Rd, Beaverton, OR 97007; and Ping Khaw-Sutherland, 2201 NE Columbia Blvd, Portland, OR 97211.

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\* indicates item forwarded to formal agenda

Leslie called the meeting to order.

\* Personnel - Leslie presented personnel requests from various departments. See agenda for details.

Census 2010 - Richard Lightfoot introduced Jon Waldum as the Census Manager for the new Beaverton office, which covers Yamhill County. He encouraged the county to form a Complete Count Committee to help the Census Bureau identify hard-to-serve areas. He stated that an accurate count is important because Oregon is on the brink of getting another seat in the House of Representatives. Ping Khaw-Sutherland added that the state also receives federal funds based on the number of people counted. She distributed flyers about Census 2010 and a sample short form questionnaire. She said that hard-to-serve areas include gated communities, homeless people, migrant workers, immigrants who don't speak English, and people who don't want to be counted because they don't trust government. She said that the bureau is hoping to find a location with a secure room in order to set up a questionnaire center and pay for a local person to be trained and serve the community as a questionnaire assistant.

The Board agreed to have each city appoint a representative to serve on the Complete Count Committee and then have Ping come to provide strategy and focus training to the committee members. Leslie suggested that Ping attend the City-County Dinner on October 22.

Emergency Management - Doug McGillivray stated that the county had applied for \$165,735 in Homeland Security Grants and had received nothing, although the cities of Newberg and Carlton did receive some. He said that he would apply for some of the leftover funds that get re-allocated.

He provided updates on H1N1 planning, CERT and Incident Response classes, winter planning, GETS phone cards, the Ops Center program, and a recent table top exercise about Continuity of Operations Plans. He noted that a community group would be discussing the issue of winter weather shelters on October 14. Kathy agreed to discuss the issue at the next homelessness meeting on October 5. Leslie stated that Al Westhoff needs to be included in any discussions about using the A-dec Building because it is pretty heavily scheduled and he would

need to block out dates.

\* Minutes - Approve formal session minutes from April 1, 2009.

**B.O. 09-958** - Mary moved approval of informal session minutes from June 15, 2009. The motion passed unanimously.

\* Contracts/Grants - See agenda for details.

\* Vehicles - Authorize the purchase of a new 2010 Ford Escape 4x4 from Chuck Colvin Ford of McMinnville for the Planning Department, \$19,749; declare Unit 98-14 as surplus county property to be sold on eBay to the highest bidder.

City-County Dinner - Leslie stated that the Board needs to clarify to elected county officials that door prizes for the dinner are not required and should not be purchased with county funds.

Policy - John stated that the county should probably have a policy that prohibits the use of county funds for purchasing alcohol. The Board agreed to have him prepare a draft policy.

Economic Development - Mary stated that the Board had allocated \$4000 to Your Community Mediators, but YCM is hoping that the county can come up with an additional \$2150. Leslie stated that although the beginning balance is a little better than originally projected, the Board shouldn't make any commitment until after the tax rolls are turned. Laura agreed that it is premature to be making such decisions. Leslie suggested reducing bypass lobbying by \$1000 this year so that money could be freed up to give to the McMinnville Economic Development Partnership, which had contributed \$1000 for lobbying last year, but is now asking for \$10,000 in video lottery funds.

Committees - Mary stated that nine applications have been received for the Planning Commission and seven of those applicants attended the last commission meeting. She noted that Mike Brandt thinks Brett Veatch may not be eligible because of the limit on the number of realtors and developers that can serve on the commission at the same time. She said that she would try to get comments from the commission members that didn't submit feedback that night, after which the Board set up interviews with all applicants who attended the commission meeting.

The meeting adjourned at 3:55 p.m.

Anne Britt  
Secretary