

INFORMAL MINUTES

April 12, 2010

3:00 p.m.

Oval Office

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

Staff: Laura Tschabold, John M. Gray, Jr., Pat Anderson, Ted Smietana, Marilyn Kennelly, John Phelan, and Bill Gille.

Guests: Hannah Hoffman, News-Register; and Cheryl Gebhart, CCF.

* indicates item forwarded to formal agenda

Kathy called the meeting to order.

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

* Modify the Community Corrections personnel management roster to replace the full-time Programs Supervisor position, Range 24, with a full-time Community Corrections Manager position, Range 25, effective May 3, 2010.

Ted Smietana reviewed his plans for restructuring the management of Community Corrections with the departure of Silas Halloran-Steiner. He explained that he plans to replace the deputy director position with a second manager when Barb Paladeni retires, resulting in overall savings to his budget.

* Plans - Approve the Yamhill County Comprehensive Plan for Children and Families, 2010 Update. Cheryl reviewed the CCF Self-Assessment (see Exhibit A).

* Roads - Approve an order initiating the transfer of jurisdiction over Sandoz Road and a portion of Springbrook Road to the City of Newberg; schedule a public hearing for June 2, 2010.

John Phelan provided an update on Wind Ridge Road, stating that the parties have agreed to widen the road.

* Contracts/Grants - See agenda for details.

* Designate Knife River as the apparent low bidder for the 2010 Maintenance Improvement Projects List for Public Works and authorize a notice of intent to award the contract.

Bill Gille reviewed the bids. John P stated that HB 2001 is about to go out for signatures. He recommended approving the total base bid package and adding the other projects later if there is enough money available. Leslie noted that Public Works was able to do the \$1.1 million

MINUTES INFORMAL SESSION

Page 1

April 12, 2010

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in contracts last year that the Budget Committee had recommended without borrowing funds. She suggested borrowing about \$252,000 to do the whole bid package this year since the bidding environment is so good, with the understanding that if HB 2001 passes and the county doesn't get the state funding it is expecting, there won't be many overlays done in future years. Kathy agreed. Laura said that she would put together a debt schedule for the commissioners to review.

* Surplus Property - Declare a list of office equipment as surplus county property to be sold on craigslist.

* Refund - Authorize a \$540 refund from the Planning Department to Skye Bault.

* Minutes - Approve the minutes from the March 24, 2010, formal session.

The meeting adjourned at 4:12 p.m.

Anne Britt
Secretary

Yamhill Commission on Children and Families Retreat & Self Assessment Feb/March 2010:

The 2010 annual retreat was held in February and March 2010 as a separate portion of the Commission’s monthly meetings. The February portion reviewed the Function of the Commission and Work-plan from 2009. The March retreat delved into the Self Assessment, focus for 2010 and how best to organization to reach the goals.

Looking at the Commission Members role:

Members want to be more involved, so discussed: What is the best role while trying to balance family/work/community?

Conclusion:

Being Champions for implementation: Advocate and educate within their spheres of influence first and then spreading out into the community as a whole.

<i>Early Access To Physical and Mental Health</i>	<i>Essential Life Skills</i>	<i>Parental Involvement and Support</i>
Katy Shirley Shannon	Carol Laura Marc Mike Silas Sydni Tanya Terri	Cheryl Cynthia Fran Jordan
<i>Staff: Marilyn Early Childhood Coordinating Council</i>	<i>Staff: Marilyn</i>	<i>Staff: Michele</i>

Looking at the Staff Roles:

Staff wanted to make sure that the work did not become staff driven, but balanced between members and staff.

Conclusion:

Members reaffirmed that they look to staff for information, education and administration, but feel they are making policy decisions and giving overall guidance for the Commission Work.

CCF Meetings: Breaking into the Comp plan groups during meetings to strategize and finalize information and “Elevator Speech” around each of the three focus areas.