

## INFORMAL MINUTES

June 21, 2010

2:00 p.m.

Oval Office

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

Staff: Laura Tschabold, Rick Sanai, Chuck Vesper, Pat Anderson, Doug McGillivray, Silas Halloran-Steiner, and Paul Kushner.

Guests: Hannah Hoffman and Ariane Kunze, News-Register.

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\* indicates item forwarded to formal agenda

Mary called the meeting to order.

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

Budget - Laura stated that the Board typically handles Health & Human Services budget changes through contract amendments, but the department will be facing some funding cuts. The Board agreed to hear a briefing from Silas at the budget hearing on Wednesday.

\* Contracts/Grants - See agenda for details.

\* Refund - Approve a \$1422 refund from the Planning Department to Dennis Walker.

\* Committees - Approve the reappointment of Wendy Crawford to the Fair Board for a three-year term to expire July 1, 2013.

\* Budget/Finance - See agenda for details.

\* Resolutions - Approve Resolution 10-6-23-1 in the matter of the 2010 election to receive national forest-related safety-net payments, replacing Resolution 10-5-19-1.

\* Approve Resolution 10-6-23-1 in the matter of the 2010 election to receive O&C land-related safety-net payments, replacing Resolution 10-5-19-2.

Minutes - Leslie moved approval of minutes from the March 4, 2010, informal work session. The motion passed unanimously.

\* Fees - Approve the 2010-11 fee schedules for Health & Human Services and HHS Public Health.

Paul presented the fee schedules, explaining that the rate increases are largely due to more accurate productivity figures as his office has moved to the Raintree software. He stated

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that face-to-face time with clients accounts for only 45% to 55% of staff time, due to prep time, paperwork, no-shows, and other factors. Silas stated that the proposed rates are consistent with what other counties are doing.

Emergency Management - Doug provided an update on Emergency Management (see Exhibit A), noting that he would be providing regular updates on the third Monday of each month. He said that the Citizen Corps grant has expired, but he hopes to continue the CERT program and has received some contributions. He distributed copies of the Community Winter Inclement Shelter Help (C-WISH) manual and said that he is in the process of building a procedural document that goes into more depth than the manual. He stated that a winter planning meeting has been scheduled for October 7. The Board agreed to schedule a work session to review the Emergency Operations Plan when Kathy returns.

The Board recessed to executive session at 3:05 p.m. pursuant to ORS 192.660(2)(d) to discuss labor negotiations. The meeting reconvened at 3:13 p.m. with no formal decisions made and immediately adjourned.

Anne Britt  
Secretary



## YAMHILL COUNTY EMERGENCY MANAGEMENT

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### **Briefing on Emergency Management Activities** June 21, 2010

#### **Emergency Operations Plan (EOP):**

#### **Continuity of Operations Plan (COOP):**

#### **Emergency Operations Center Teams (IMT):**

#### **Grants – Cit Corps - Past and Future:**

- State Homeland Security Grant, 2010
- Regional Support for Exercises – FEMA/DHS
- EMPG
- OPS Center

#### **Training: - AH ICS IMT: 300/400**

#### **Resources List:**

#### **C-WISH:**

#### **CERT:**

#### *A Few More Projects Being Developed:*

- Winter Planning Meeting in Oct
- Review of Detour Routes and ETR's
- Review and revise the Specific Incident Annexes to the EOP,
- Revise the Emergency Support Function (ESF) Annex to the EOP,
- With the ME and the OFDA develop a Mass Fatalities Plan,
- Develop and conduct a major exercise in the November/December timeframe,
- Host a DHS Counter Terrorism and Awareness course in Yamhill County,
- Host the DHS Animal Disease Response Training (ADRT), Train-the Trainer

Ex. A 1/1