

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/informal session on January 5, 2012, at 10:00 a.m. in Room 32 of the Courthouse, Commissioners Leslie Lewis, Kathy George, and Mary P. Stern being present.

Also present were Laura Tschabold, County Administrator; Rick Sanai, County Counsel; Pat Anderson, Human Resources; Jack Crabtree, Sheriff; Becky Stern Doll, Clerk; Dave Morgan, NewsYamhillCounty.com; Ossie Bladine, News-Register; Kristen Harrison, 15580 NW Orchard View Rd, McMinnville; Denise Bacon; Sally and Jim Wyffels; Jim Cleveland, and Teri Davis.

Commissioner Stern called the meeting to order at 10:00 a.m.

SPECIAL PRESENTATION: Presentation by Sheriff Jack Crabtree of a Life Saving Award to Jim Cleveland and a Certificate of Merit to Teri Davis for their actions in saving the life of Sally Wyffels.

B. AGENDA:

Areas of Responsibility

1. **B. O. 12-01** - Consideration of approval of the Board of Commissioners Areas of Responsibility, effective January 5, 2012, through January 2, 2013.

After some discussion, Ms. George moved approval of the 2012 Areas of Responsibility with minor changes as discussed. The motion passed, Commissioners Lewis, George, and Stern voting aye.

Minutes

2. Consideration of approval of the following minutes:
- a. **B. O. 12-02** - October 31, 2011, informal session;
 - b. **B. O. 12-03** - November 3, 2011, formal session;
 - c. **B. O. 12-04** - November 7, 2011, informal session;
 - d. **B. O. 12-05** - November 10, 2011, formal session;
 - e. **B. O. 12-06** - November 22, 2011, formal/informal session.

Ms. Stern moved approval of item B(2). The motion passed, Commissioners Lewis, George, and Stern voting aye.

Personnel

3. **B. O. 12-07** - Consideration of ratifying the change of status of Christopher Schlegel to Corrections Deputy in the Jail, temporary full-time, Range 12, Step 2, retroactive to December 27, 2011, through March 23, 2012.
4. **B. O. 12-08** - Consideration of the change of status of Tim Svenson to Captain in the Sheriff's Office, Range 20, Step 5, effective January 9, 2012.
5. **B. O. 12-09** - Consideration of the employment of Janine Saxton as Office Specialist 1 in HHS Public Health, temporary on-call, Range 4, Step 2, effective January 9, 2012, through September 30, 2012.
6. **B. O. 12-10** - Consideration of the change of status of Romelle Hermeyer to regular part-time employment in HHS Public Health, .6 FTE, effective January 9, 2012.
7. **B. O. 12-11** - Consideration of the employment of Thomas Park, Carrie Huddleston, Lindsey Chapman, Jennifer Sackey, Emily Jenkins, and Nathaniel Davis as HS Associates in HHS Adult Mental Health, regular on-call, Range 14, Step 1, effective January 9, 2012.
8. **B. O. 12-12** - Consideration of the change of status of Juvenal Acevedo to extend temporary full-time employment in Facilities Maintenance, retroactive to December 8, 2011, through April 1, 2012.

Ms. George moved approval of items B(3) through B(8). The motion passed, Commissioners Lewis, George, and Stern voting aye.

Contracts/Grants

9. Consideration of approval of the following amendments to the 2011-13 Financial Assistance Agreement #135583 between HHS Public Health and Oregon Health Authority:
 - a. **B. O. 12-13** - Amendment #1;
 - b. **B. O. 12-14** - Amendment #2;
 - c. **B. O. 12-15** - Amendment #3.

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

10. **B. O. 12-16** - Consideration of approval of Service Element Prior Authorization (SEPA) Approval Unit #645152 for the 2011-13 Financial Assistance Agreement #134297 between HHS and Oregon Department of Human Services.

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

11. **B. O. 12-17** - Consideration of approval of a Business Associate Addendum between HHS Adult Mental Health and Community Counseling Solutions, Inc., provider, for the agreement for

warmline mental health services training, Board Order 11-724.

Ms. George moved approval of item B(11). The motion passed, Commissioners Lewis, George, and Stern voting aye.

12. **B. O. 12-18** - Consideration of approval of an agreement between HHS Family & Youth, provider, and Head Start of Yamhill County for Teacher Child Interaction Therapy services, \$60/hour, not to exceed \$17,000 per year, retroactive to July 1, 2011, through June 30, 2012.

Ms. George moved approval of item B(12). The motion passed, Commissioners Lewis, George, and Stern voting aye.

Refunds

13. **B. O. 12-19** - Consideration of authorizing a \$1346 refund from the Planning Department to Timothy and Virginia Klus.

Ms. Stern moved approval of item B(13). The motion passed, Commissioners Lewis, George, and Stern voting aye.

Vehicles

14. **B. O. 12-20** - Consideration of authorizing the purchase of a new Dodge Charger from Withnell Dodge of Salem for the Sheriff's Office, \$22,050, and declaring Unit P-233 as surplus county property to be sold on eBay to the highest bidder.

Ms. Stern moved approval of item B(14). The motion passed, Commissioners Lewis, George, and Stern voting aye.

Delegation of Authority

15. **B. O. 12-21** - Consideration of approval of an order granting authority to Silas Halloran-Steiner, HHS Director, and other designated HHS personnel to take actions relating to persons deemed dangerous to self or others or mentally ill persons placed on conditional release, outpatient commitment, or trial release, rescinding Board Order 11-258.

Ms. George moved approval of item B(15). The motion passed, Commissioners Lewis, George, and Stern voting aye.

C. OLD BUSINESS:

1. **B. O. 12-22** - Consideration of approval of the following actions for election personnel in the Clerk's Office, retroactive to January 1, 2012:

- a. Establish the base pay as "the state or federal minimum wage, whichever is higher," with overtime pay at a rate of 1.5 times the base pay after 10 hours in a work day;
- b. Set minimum pay of 4 hours per work day;
- c. Establish mileage reimbursement rate equal to that of full-time county employees for use of a personal car for ballot pickup.

After some discussion, Ms. Stern moved approval of item C(1). The motion passed,

Commissioners Lewis, George, and Stern voting aye.

2. **B. O. 12-23** - Consideration of adoption of findings in support of Planning Docket C-15-11/SDR-14-11(KF), a request for a winery with 44 events and limited food service, applicant Ernest Munch representing Stoller Vineyards, as tentatively approved November 10, 2011, and continued from December 12, 2011.

Ms. Stern moved approval of item C(2). The motion passed, Commissioners Lewis, George, and Stern voting aye.

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

E. **PUBLIC HEARINGS:** None.

F. **ANNOUNCEMENTS:**

1. The following positions are open to the public. Contact the Commissioners' Office for applications.

- a. Local Investment Advisory Committee, one position;
- b. Parks & Recreation Board, three positions;
- c. Special Transportation Advisory Commission (STF), two positions;
- d. Yamhill County Transit Area (YCTA) Advisory Committee, one position.

The meeting adjourned at 10:40 a.m.

Anne Britt
Secretary

YAMHILL COUNTY BOARD OF COMMISSIONERS

Chair LESLIE LEWIS

Commissioner KATHY GEORGE

Commissioner MARY P. STERN