

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 November 19, 2012, at 2:00 p.m. in the Commissioners’ Office Conference Room, Commissioners Kathy George and Mary P. Stern being present, Commissioner Lewis being excused.

Also present were Laura Tschabold, County Administrator; Chuck Vesper, Deputy County Administrator; Rick Sanai, County Counsel; Scott Maytubby, Assessor; Tim Loewen, Juvenile Director; Patricia Anderson, Human Resources Officer; Paul Kushner, HHS Program Manager; Doug McGillivray and Susan Lamb, Emergency Management Division; and Nathalie Hardy, News-Register.

Commissioner George 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. No public comment was offered.

B. **AGENDA:**

Personnel

1. **B.O. 12-648** - Consideration of authorizing leave without pay with continuation of county benefits for Patty Elliott, Juvenile Department, effective December 4, 2012, through January 14, 2013.

Commissioner Stern moved to authorize the leave without pay and continuation of county benefits. The motion carried, Commissioners George and Stern voting aye.

2. **B. O. 12-649** - Consideration of the employment of Katyna Omidfar-Tran as Management Analyst-Health Educator in HHS Public Health, temporary part-time, Range 20, Step 1, effective November 26, 2012, through December 8, 2012.

Commissioner George moved approval of employment of Ms. Omidfar-Tran as listed above; the motion carried, Commissioners George and Stern voting aye.

3. **B. O. 12-650** - Consideration of authorizing leave without pay for Robert Graper, Assessor’s Office, effective November 6, 2012 to January 15, 2013.

Commissioner Stern moved to authorize the leave without pay and continuation of health insurance benefits, November 6 through January 15, 2013. The motion carried, Commissioners George and Stern voting aye.

4. **B. O. 12-651** - Consideration of a change in status for Sarah Bates, Public Health Preparedness Coordinator, to increase work hours up to 32/hours/week, effective November 26, 2012 through June 30, 2013.

Commissioner George moved approval of the increase in work hours as listed. The motion carried, Commissioners George and Stern voting aye.

5. **B. O. 12-652** - Consideration of a change of status for Abraham Mejia, Office Specialist II, HHS, from temporary part-time to temporary fulltime, effective November 24, 2012.

Commissioner George moved approval of the extension of work hours to temporary fulltime. The motion carried, Commissioners George and Stern voting aye.

6. **B. O. 12-653** - Consideration of the employment of the following persons as part-time on-call juvenile relief workers, \$8.80/hour during training, effective November 24, 2012: Salvador Verduzco; James Flynn; and Angela Cruz.

Commissioner Stern moved approval of the employment of the three juvenile relief workers listed above. The motion carried, Commissioners George and Stern voting aye.

7. **B. O. 12-654** - Consideration of the following modifications to the HHS position management roster:  
a. Temporarily add one full-time Human Services Specialist 1 position in Developmental Disabilities, to be reevaluated during the next budget process;  
b. Delete one full-time Senior Accounting Clerk position in Business Services;  
c. Add one full-time Data Analyst position in Business Services.

Ms. Tschabold stated these actions are a realignment of positions currently in the management roster. Commissioner George moved approval of the changes. The motion carried, Commissioners George and Stern voting aye.

Contracts/Grants

8. **B. O. 12-655** - Consideration of an agreement for domestic relations mediation services to be provided by Tomas Garza at the direction of the Yamhill County Circuit Court judge, in the amount of \$85/hr, effective November 19, 2012 through June 30, 2014, automatically renewable annually thereafter, unless terminated by either party.

Commissioner Stern moved approval of the agreement. The motion carried, Commissioners George and Stern voting aye.

9. **B. O. 12-656** - Consideration of an Organizational Participation Agreement between HHS and the Oregon Health Authority "CareAccord", Oregon's Health Information Exchange ("HIE").

Paul Kushner was present to provide information regarding the agreement.

Commissioner George moved approval of the agreement. The motion carried, Commissioners George and Stern voting aye.

Refunds

10. **B. O. 12-657** - Consideration of authorizing a \$502.60 refund from Health & Human Services to a client.

Commissioner George moved approval of the refund. The motion carried, Commissioners George and Stern voting aye.

Petty Cash

11. **B. O. 12-658** - Consideration of approving a request to reduce the petty cash amount on hand at the HHS Bridges facility from \$150 to \$50, Account 016-072-112.72.

Commissioner George moved approval of the request. The motion carried, Commissioners George and Stern voting aye.

Committee Appointments

12. **B. O. 12-659** - Consideration of the appointment of Leon (Lee) Whiting to the Employee Safety Advisory Committee for a three-year term effective January 8, 2013 through March 18, 2016.

Commissioner George moved to approve the appointment of Leon Whiting. The motion carried, Commissioners George and Stern voting aye.

C. **OLD BUSINESS:** None.

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

Informational report from Doug McGillivray and Sue Lamb, Emergency Management Division.

Mr. McGillivray stated the Fair Board will be recognizing the efforts of the CERT volunteers for their work during this year's County Fair which resulted in significant financial and organizational benefit to the Fair. The Fair will also show its appreciation by presenting a one thousand dollar check to CERT.

Mr. McGillivray stated that 8 cities in the county are currently working on new emergency operations plans and County staff are working with the city councils on language concerns. He stated he is proposing establishment of an Emergency Management Council to ensure the County and its cities meet the letter and intent of ORS 401.

Ms. Lamb stated that staff is assisting the councils to understand that the cities are not necessarily bound by all of the State's suggested language, and do have some leeway and leverage of their own.

No action required of the Board.

E. **PUBLIC HEARINGS:** None.

F. **ANNOUNCEMENTS:**

1. For information on county advisory committee vacancies, please refer to our website, [www.co.yamhill.or.us](http://www.co.yamhill.or.us), or call the Board of Commissioners' office: 503-434-7501 (from McMinnville) or 503-554-7801 (toll-free from Newberg).
2. The Board's regular formal session on November 29 has been canceled. A combined formal/informal session will be held on November 26 at 2:00 p.m. in the Commissioners' Office Conference Room.

YAMHILL COUNTY BOARD OF COMMISSIONERS

Carol Ann White  
Secretary

LESLIE LEWIS Chair

KATHY GEORGE Commissioner

MARY P. STERN Commissioner