

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 July 1, 2013, at 1:30 p.m. in the Commissioners’ Office Conference Room, Commissioners Kathy George, Mary P. Stern, and Allen Springer being present. *[This week’s Board session was rescheduled from its regular day due to the holiday.]*

Also present were Laura Tschabold, County Administrator; Chuck Vesper, Deputy County Administrator; Christian Boenisch, County Counsel; Pat Anderson, Human Resources; Murray Paolo and Adam Greene, Information Systems; Mike Brandt, Planning Director; Becky Weaver, Financial Services Manager; Tonya Saunders, Transit Manager; Nathalie Hardy, News-Register.

Commissioner George called the meeting to order at 1:40 p.m.

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. None.

B. **AGENDA:**

Website

1. Preview of the new county website. *[No formal action taken.]*

Murray Paolo and Adam Greene provided a tour of the county’s new website. Mr. Paolo stated that the new site will allow for very quick changes to content. He explained that the content mirrors what is on the current site, but has been reorganized to be more aesthetically pleasing and uniform in design. He said that the site is ready to go live once all of the departments have confirmed that they are satisfied with their parts, and new content and features can continue to be added as needed. He noted that he will need to discuss with the Board policy regarding delegation of authority to update web content.

Surplus

2. **B. O. 13-394** - Consideration of declaring an inventory of computer equipment as surplus county property to offered for sale on the county’s surplus website.

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

Personnel

3. **B. O. 13-395** - Consideration of increasing the stipend to Murray Paolo, Information Systems Division Manager, by 2.5% for contract services provided to the City of McMinnville, effective July 9, 2013.

Ms. George moved approval of items B(3) through B(14). The motion passed, Commissioners George, Stern, and Springer voting aye.

4. **B. O. 13-396** - Consideration of authorizing 5.5% lead worker pay to Laurie Murphy, Accounting Division, retroactive to March 12, 2013, through May 22, 2013.

5. **B. O. 13-397** - Consideration of the change of status of Joseph Melvin to extend temporary part-time employment in Facilities Maintenance, effective July 1, 2013, through June 30, 2014.

6. **B. O. 13-398** - Consideration of the change of status of the following employees in the District Attorney's Office, regular full-time, effective July 9, 2013:

- a. Janet Davidson, Senior Office Specialist;
- b. Britney Marlow, Office Specialist 2, regular full-time.

7. **B. O. 13-399** - Consideration of the employment of Paul Martinis as Human Services Tech/Peer Support Specialist in HHS Community Support, regular part-time, .48 FTE, Range 11, Step 1, effective July 12, 2013.

8. **B. O. 13-400** - Consideration of the employment of Bill McCammon as HS Associate in HHS Enhanced Care Facility/Residential Treatment Facility, temporary on-call, \$16.22/hour, effective July 24, 2013, through June 30, 2014.

9. **B. O. 13-401** - Consideration of the employment of Scarlet Tay as HS Specialist 2 in HHS Adult Behavioral Health, regular full-time, Range 20, Step 3, effective July 9, 2013.

10. **B. O. 13-402** - Consideration of the following reclassifications in HHS, effective July 9, 2013:

- a. Krisan Pendleton, Program Manager 3, Range 27, Step 7;
- b. Blanca Marquez, Program Manager 1, Range 24, Step 1;
- c. Chrissy Fuchs, HS Specialist 1 (.6 FTE) and HS Specialist 2 (.4 FTE), Range 20, Step 1;
- d. Olga Aguirre, bilingual HS Associate, full-time, Range 14, Step 7;
- e. Frank O'Quin, HS Specialist 2, Range 20, Step 5;
- f. Deborah (Janie) Marsh, HS Associate, Range 14, Step 1.

11. **B. O. 13-403** - Consideration of authorizing 5.5% lead worker pay to Emily Frey, HHS, effective July 9, 2013.

12. **B. O. 13-404** - Consideration of the change of status of the following HHS employees to decrease FTE, effective July 9, 2013:
 - a. Karen Wilkins, 1.0 FTE to .8 FTE;
 - b. Sarah Bates, .80 FTE to .49 FTE.

13. **B. O. 13-405** - Consideration of the change of status of the following HHS employees to extend temporary employment:
 - a. Chris Murfin, contract employee, effective July 9, 2013, through June 30, 2014;
 - b. Zena Doherty, effective July 1, 2013, through August 24, 2013;
 - c. Concepcion Guerrero, effective July 1, 2013, through July 3, 2013.

14. **B. O. 13-406** - Consideration of the change of status of Abraham Mejia to regular full-time employment in HHS Adult Mental Health, effective July 1, 2013.

Contracts/Grants

15. **B. O. 13-407** - Consideration of approval of a contract employee agreement between HHS Adult Mental Health and Lisa Rivera for psychiatric behavioral health services, \$80/hour, effective July 24, 2013.

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

16. **B. O. 13-408** - Consideration of approval of an agreement between HHS Adult Mental Health and Community Counseling Solutions, Inc., provider, for Warmline Services training, \$31,118, effective July 1, 2013, through June 30, 2014.

Ms. Stern was excused temporarily. Ms. George moved approval of item B(16). The motion passed, Commissioners George and Springer voting aye.

17. **B. O. 13-409** - Consideration of approval of Service Element Prior Authorization (SEPA) Approval Unit #720378 for the 2011-13 Financial Assistance Agreement #134297 between HHS and Oregon Department of Human Services, \$931.

Ms. George moved approval of item B(17). The motion passed, Commissioners George and Springer voting aye.

18. Consideration of approval of the following contract amendments for HHS Licensed Medical Providers, effective July 1, 2013:
 - a. **B. O. 13-410** - Gayle Woosley;
 - b. **B. O. 13-411** - Alfredo Soto;
 - c. **B. O. 13-412** - Jennifer Behnke;
 - d. **B. O. 13-413** - Jeanne Dalton;
 - e. **B. O. 13-414** - Karen Peters;
 - f. **B. O. 13-415** - Joseph Arnold;
 - g. **B. O. 13-416** - Steven Goldsmith.

Ms. Stern rejoined the meeting. Ms. George moved approval of item B(18). The motion passed, Commissioners George, Stern, and Springer voting aye.

19. **B. O. 13-417** - Consideration of approval of Amendment #1 to an agreement between HHS Public Health and Lutheran Community Services Northwest, provider, for Healthy Start services, not to exceed \$236,395, effective July 1, 2013, through June 30, 2014.

Ms. Stern moved approval of item B(19). The motion passed, Commissioners George, Stern, and Springer voting aye.

20. **B. O. 13-418** - Consideration of approval of a letter of agreement between HHS, provider, and Mid-Valley Behavioral Care Network for residential alcohol and drug treatment services through the New Reflections program, effective July 1, 2013.

Ms. George moved approval of item B(20). The motion passed, Commissioners George, Stern, and Springer voting aye.

21. **B. O. 13-419** - Consideration of approval of Agreement #142385 between HHS Public Health, provider, and Oregon Health Authority for Medicaid administrative claiming, not to exceed \$285,000, effective July 1, 2013, through June 30, 2018.

Ms. George moved approval of item B(21). The motion passed, Commissioners George, Stern, and Springer voting aye.

22. **B. O. 13-420** - Consideration of approval of Agreement #142033 between HHS Public Health, provider, and Oregon Health Authority for public health services, \$478,382, effective July 1, 2013, through June 30, 2015.

Ms. George moved approval of item B(22). The motion passed, Commissioners George, Stern, and Springer voting aye.

23. **B. O. 13-421** - Consideration of approval of Amendment #4 to extend Agreement #134297 between HHS and Oregon Health Authority for developmental disability services, effective July 1, 2013, through December 31, 2013.

Ms. George moved approval of item B(23). The motion passed, Commissioners George, Stern, and Springer voting aye.

24. **B. O. 13-422** - Consideration of approval of an agreement between HHS Developmental Disabilities and Children's Nursing Specialties, Inc., provider, for in-home nursing services, not to exceed \$225,588, effective July 1, 2013, through June 30, 2014.

Ms. George moved approval of item B(24). The motion passed, Commissioners George, Stern, and Springer voting aye.

25. **B. O. 13-423** - Consideration of approval of Agreement #141431 between HHS, provider,

and Oregon Health Authority, for community addictions and mental health services, \$5,603,990, effective July 1, 2013, through June 30, 2015.

Ms. George moved approval of item B(25). The motion passed, Commissioners George, Stern, and Springer voting aye.

26. **B. O. 13-424** - Consideration of approval of Amendment #1 to extend Contract #12462 between the Juvenile Department, provider, and Oregon Youth Authority for the Behavior Rehabilitation Services program, effective through July 31, 2013, not to exceed \$243,386.

Ms. Stern moved approval of item B(26). The motion passed, Commissioners George, Stern, and Springer voting aye.

27. Consideration of approval of agreements between the Sheriff's Office, provider, and the following jurisdictions, effective July 1, 2013, through June 30, 2014:

- a. **B. O. 13-425** - City of Sheridan, police and school resource officer services, 4.0 FTE, \$462,000;
- b. **B. O. 13-426** - Sheridan School District, school resource officer services, .5 FTE, \$55,324;
- c. **B. O. 13-427** - City of Willamina, police services, 1.5 FTE, and code enforcement services, approximately 19 hours/week, \$209,509.

Ms. Stern moved approval of item B(27). The motion passed, Commissioners George, Stern, and Springer voting aye.

28. **B. O. 13-428** - Consideration of approval of ATV Grant Agreement #13-15 between the Sheriff's Office, grantee, and Oregon Parks and Recreation Department for patrol presence in the upper Nestucca OHV area, not to exceed \$131,716, effective through June 30, 2015.

Ms. Stern moved approval of item B(28). The motion passed, Commissioners George, Stern, and Springer voting aye.

29. **B. O. 13-429** - Consideration of authorizing a letter of intent to apply for a Spirit Mountain Community Fund grant for art at the new transit center.

Tonya Saunders stated that she has been working with the Downtown Arts Association on ideas for art at the transit center, and she needs to know how much grant funding the Board would like to apply for. She said that if items such as bike racks, benches, shelters, and trash cans are designed by an artist, the budgeted funds for those items could be used toward the match requirement. She noted that there is \$8700 budgeted for art and \$33,750 budgeted for the other items. Laura Tschabold stated that the grant would fund up to half of the art costs, so the group needs to conceptualize its proposal and ask for half of that amount.

Mr. Springer suggested that the group focus on a single piece of art and keep the other items practical, with clean lines. Ms. Tschabold agreed with the simple approach, noting that the alternative could slow down the process. The commissioners agreed to focus on free-standing

artwork that could be installed anytime so as not to delay the project. Ms. Stern suggested adding \$4000 in county funds to bring the art project up to the \$25,000 level, which would draw higher quality artists. Ms. Tschabold said that including staff time as an in-kind contribution would increase the project value to \$40,060, so the grant request could be \$20,000. She noted that if the county doesn't get the grant, it would not spend more than the budgeted \$8700 on art. The consensus was to request \$20,000.

The group discussed the possibility of including a public flush toilet kiosk similar to the Portland Loos that would be available to the public around the clock, and whether it would be feasible on the site without detracting from it. Ms. Tschabold stated that a decision doesn't have to be made yet.

Mr. Springer moved approval of item B(29). The motion passed, Commissioners George, Stern, and Springer voting aye.

Policy

30. **B. O. 13-430** - Consideration of approval of the Yamhill County Investment Policy.

Mike Green reviewed feedback from the state on the draft policy, noting that most are simple editing changes, and the county is not required to incorporate the state's suggestions. He said that the only substantial item is a suggestion to increase the amount of operating budget that should be in highly liquid investments from 35 to 50 per cent. He explained that the county doesn't have that much to invest, and the lower number gives him a little more flexibility. He discussed pending legislation that would allow the county to start earning better returns. He stated that his next steps would be to begin working on broker-dealer relationships for the purchasing of bonds and to put together an advisory committee.

Ms. George moved approval of item B(30). The motion passed, Commissioners George, Stern, and Springer voting aye.

Minutes

31. **B. O. 13-431** - Consideration of approval of minutes from the June 20, 2013, formal session.

Ms. George moved approval of item B(31). The motion passed, Commissioners George, Stern, and Springer voting aye.

C. **OLD BUSINESS:** None.

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

E. **PUBLIC HEARINGS:** None.

F. **ANNOUNCEMENTS:**

1. For information on county advisory committee vacancies, please refer to our website, 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. Laura Tschabold, County Administrator, will be out for much of July. She has designated Chuck Vesper as Acting County Administrator during her absence.

The meeting adjourned at 3:40 p.m.

Anne Britt
Secretary

YAMHILL COUNTY BOARD OF COMMISSIONERS

Chair KATHY GEORGE

Commissioner MARY P. STERN

Commissioner ALLEN SPRINGER