

INFORMAL SESSION MINUTES

April 20, 2015

2:00 p.m.

Commissioners' Office Conference Room

PRESENT: Commissioners Allen Springer, Mary Starrett and Stan Primozych.

Staff: Laura Tschabold, Christian Boenisch, Bill Anderson, Mike Green, Russ Heath, Sue Lamb, Desiree Lundeen, and Chuck Vesper.

Guests: Nicole Montesano, News Register.

* indicates item forwarded to formal agenda

Allen called the meeting to order at 2:00 p.m.

Department updates

Emergency Management: Sue Lamb gave a brief update on the status of the State Homeland Security Grant program. She stated that there are some online classes that the new commissioners would need to take to keep in compliance with emergency management's requirements.

Treasurer: Mike Green provided an update regarding investments. The bond market has been volatile, and many have been recalled. Commissioner Springer asked about investments being offered locally. Mike stated that he could look into after market options that might still be available. He also stated that the investment policy is subject to review by the board annually and he will be bringing that before them in the next few weeks.

Public Works: Bill Anderson gave an update regarding some pavement projects and he is asking for approval for three stop signs in order to have adequate traffic control. Commissioners agreed to add this to the consent agenda.

- * Personnel - Add 1.0 FTE Human Services Specialist III to the Health & Human Services personnel management roster.
- * Contracts/Grants - See agenda for details.
- * Policy - Amend the Yamhill County Parks Reservation policy to add a \$100 refundable cleaning deposit.
- * Refunds - Authorize a \$550 refund from the Planning Department to Nelva Johnson.
- * Equipment Purchase - Authorize Public Works to purchase a used 2005 Caterpillar CS433E compactor for \$42,310 from Peterson Caterpillar of Portland.

Russ Heath stated that they have had this machine on loan and it has been working out well it is also within their budget.

Following Commissioner updates the meeting adjourned at 2:30 p.m.

Lucy Flores Mendez
Secretary



YAMHILL COUNTY EMERGENCY MANAGEMENT

414 NE Evans Street • McMinnville, OR 97128-4523
(503) 434-7340 • Fax (503) 474-4909 • TTY (800) 735-2900
www.co.yamhill.or.us/emergency-management

DATE: April 20, 2015
TO: Board of Commissioners
FROM: Sue Lamb
RE: Informal Briefing

TRAINING & EXERCISE:

- Dayton City Council & Staff TTX – Declarations & Role of Elected Officials (1.5 hours - 3/16/15)
- Yamhill City Council & Staff TTX – In depth review of EOP processes from activation through recovery (3 hours - 4/11/15)
- From the Grant Monitoring Site Visit -
NIMS (National Incident Management System) requirements for elected officials:
IS-700a, ICS-100 (online)

Idea: Future Tabletop (TTX) for BOC and Policy Group on
Roles/Declarations
Idea: YCEM host “ICS Overview for Executive & Sr. Officials” (2 Hrs)

OTHER:

Status on SHSGP FY15 grant recommendations

Smoke Protocols: Conference Call – Wed 4/29 0900-1100

TO: Board of Commissioners
FROM: M. Green - Treasurer
SUBJ: Quarterly Update
DATE: April 17, 2015

Performance Summary

Total investments through March 31, 2015 equaled \$8.45M. This represents an increase from the prior quarter of \$.7M. The slight increase in the overall portfolio was due to the continued re-call (\$2.0M) of agency bonds during the quarter. Earnings (LGIP and Investments) for the 2QFY totaled \$73,610 versus \$44,495 for the same time period last year. For the fiscal year to date earnings are up \$81,652 over the same period last fiscal year.

Key performance criteria for the period are:

- YTM – 1.69%
- YTW – 1.52%
- Investment Rating (OST scale) – 1.17
- Per Cent Invested versus Targeted Ceiling – 84.5%
- Average maturity in years – 3.59
-

Discussion This quarter has experienced continued turmoil in the bond market. Three year Agency bonds are trading below 1.0% versus 1.2% this time last year. Best investments appear to be in the 3.5 – 5.0 year term . Step bonds in time frame provide the best near term return.

Objectives for 4QFY

- Focus on short term investments (3-5 year) while continuing to monitor longer term investments
- Review the Investment Policy and make recommendations to the BOC on any changes.