

INFORMAL WORK SESSION MINUTES

February 13, 2018 1: 00 p.m.

BOC Conf. Room, 434 NE Evans St.

Present: Commissioners Mary Starrett, Richard L. "Rick" Olson and Stan Primozich.

Staff: Laura Tschabold, Ken Huffer, Christian Boenisch, Mikalie Frei, Carrie Martin, John Phelan, Griffin Peal and Roy Panschow.

Guests: Jared Miller and others as listed on the sign in sheet.

Commissioner Starrett called the meeting to order at 1:03 p.m.

A. WORK SESSION: This time is reserved for topics of discussion scheduled for the Commissioners in advance. If a work session is not needed, the balance of the meeting will begin at 1:30 p.m.

- 1. Work Session – Public Works, John Phelan, Griffin Peal
 - a. Road tour video - John Phelan and Griffin Peal presented to the board a video presentation of the following roads: Meadow Lake Road, South Hill Road, Muddy Valley Road, Worden Hill Road, Donnelly Lane, Kings Grade Road, Mt. Home Road, Coast Creek Road, Willamina Creek Road, Willis Road, Coral Creek Road and McCormick Hill Road. Kings Grade (Alternate #1), Corral Creek Road (Alternate #2). Mr. Phelan discussed the Maintenance Improvement Project (MIP) for contract overlay, in-house overlay and gravel road improvements.

B. DEPARTMENT UPDATES:

- 1. Emergency Management – Brian Young
 Emergency Notification System (ENS); Reaching 21,796 total contacts and expected to increase. Phase 2 will include the participation of Sheriff's Office; Deputies will participate. YCOM will receive training at end of February. Annual test May 4th to coincide with ENS test with an additional mass fatality plan test. This will include resources in school districts, medical examiners, Willamette Valley Medical Center and mortuaries. Debris Management update: schedule meetings with outlying city planners. Prep fair May 2019 offered by Latter Day Saints church with Mr. Young to assist with community outreach. Mr. Young is working with school districts to create a better integrated emergency plans throughout Yamhill County. Commissioner Primozich suggests that Mr. Young attend the all-county school district meeting to reach all schools administrators for this purpose. Mr. Young evaluated and active shooter drill at Wascher Elementary School last week where the school district was able to examine and practice drill policies with positive results. Searching for National Incident Management Systems (NIMS) compliant course to provide in-house grant writing skills for county employees. Coup plan update: resolved and move to get plan in motion. One day workshop with contractors with updated data. Most plans are behind by estimate of 2 years. Ms. Tschabold and Mr.

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Boenisch commented that funding should come from Insurance Reserve, no competitive bidding necessary. Mr. Young and Mr. Huffer will discuss funding. Mr. Young provided handouts of GETS card (emergency landline services) to Commissioners and Ms. Tschabold, Mr. Huffer and Mr. Boenisch. Amity/Sheridan water bills: Amity ordered emergency notification flyers to print and include in water bills.

C. PRELIMINARY CONSENT AGENDA: Consensus of the board to forward preliminary consent agenda items C1 – C3 to the consent agenda for formal session on Thursday.

Minutes

1. Approval of the following minutes:
 - a. November 9, 2017, formal session.

Committees

2. Approval of the reappointments of Seamus McCarthy, Ph.D. and Brandi Spence, M.D. to the Board of Health with terms ending February 1, 2022.
3. Approval of the reappointment of Dave Haugeberg to the Parkway Committee for a 4 year term ending in January 15, 2022.

D. NON-CONSENT AGENDA ITEMS OTHER TOPICS FOR DISCUSSION: (Add to consent agenda or leave off)

1. Discussion of the mileage reimbursement rate for 2018 for county departments.

Increased to 54.5 per mile. Current county rate is .53 per mile.

Commissioner Olson suggested that item D1 be moved to Consent Agenda.

2. Commissioner Olson – 2018 work session topics

Commissioner Olson provided handout regarding work session topics for 2018. Identified items for board to consider for work sessions- Goals and Objective discussion for the BOC; this item was previously intended as an informative forum. Commissioner Olson believes that it should be a work session item to include organizational-wide goal setting. Commissioner Olson expressed frustration regarding the lack of information sharing between Yamhill County commissioners. Commissioner Starrett supports some similar frustrations but is willing to find solutions as a board. Clarity of liaison roles to various boards was discussed; items discovered during liaison committee meetings should be shared in commissioner updates to provide transparency in a timely manner.

Commissioner Starrett suggested to schedule work sessions for SEDCOR update/Economic Development/Strategic Doing, Yamhill County Tourism and Goals & Objectives.

E. EXECUTIVE SESSION: None.

F. COMMISSIONER UPDATES/ANNOUNCEMENTS:

Commissioner Primozich met with Chad Freeman on Tuesday at the Governor's dinner regarding SEDCOR selection committee.

Commissioner Olson working on broadband connectivity in rural areas.

The meeting adjourned at 3:21 p.m.

Carolina Rook
Secretary

Accepted by Yamhill County
Board of Commissioners on
4/19/18 by Board Order
18-105