

INFORMAL WORK SESSION MINUTES
March 19, 2019 1:30 p.m.

Room 32, Courthouse
535 NE Fifth St.

Present: Commissioners Richard L. “Rick” Olson, Mary Starrett and Casey Kulla

Staff: Ken Huffer, Justin Hogue, Christian Boenisch, Todd Sadlo, Josephine Ko, Mikalie Frei, Silas Halloran-Steiner, Lindsey Manfrin, Ken Friday and Joe Moore

Guests: Nicole Montesano, News Register; and Dave Adams – KLYC.

Commissioner Olson called the meeting to order at 1:30 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. Review/discussion of space needs analysis – Justin Hogue and Joe Moore

Mr. Huffer noted funds were set aside for the space needs analysis in last year’s budget capital improvement project list. Mr. Hogue summarized the Request for Proposal (RFP) study which will include county buildings located in the downtown core (Exhibit A). He noted the assessment will not include leased buildings as they are not county owned but their use and functionality will be assessed. The space needs analysis review includes an RFP schedule and a scope of work. Commissioner Olson noted that some leased properties were missed noting the 2,000 square feet in the Beaumont Building, the OSU Extension, the former Public Works administration building, the Public Health building in Newberg and the Facilities space located on 4th St. Mr. Huffer clarified there are a few exclusions, but this analysis focused on the downtown core. Commissioner Olson stated he would like to prioritize projects once the full list is complete. Space needs analysis were done in 2006 and 2010.

b. End of work session

B. INFORMAL SESSION: This time is reserved for briefings, receipt of reports, consultation among commissioners and staff, reports from commissioners on recent actions in the areas of their responsibilities, and other personnel and administrative decisions as appropriate.

1. Department Updates –

a. Health & Human Services – Silas Halloran-Steiner

Mr. Halloran-Steiner reviewed the medically assisted treatment (MAT) grant award which will provide funding for two years to support the outpatient component, with a sub award to continue support for Provoking Hope.

Lindsey Manfrin discussed Community Health Improvement Programs (CHIP) priority areas, focusing on trauma reduction/community resiliency, preconception health, tobacco/vaping,

substance use, suicide prevention. She discussed tracking measures for various program outcomes which the observation groups will be monitoring over a five-year period. Ms. Manfrin discussed training programs for suicide prevention. Mr. Halloran-Steiner stated Oregon is following a national rural area trend in suicides. He noted the county continues to do prevention/postvention and school outreach.

Mr. Halloran-Steiner noted HHS is working with community partners regarding affordable/workforce housing. Ms. Manfrin discussed committee efforts through the affordable housing task force regarding solutions at the municipal level and funding opportunities as well as a future work session if needed.

b. Information Technology – Shane Hoffman

Shane Hoffman presented the IT quarterly update. IT staff John Burns and Christopher Garcia joined him. Mr. Hoffman reviewed current major projects and the completion of 2018-19 projects. Mr. Huffer noted an imminent conversion to a Shortel upgrade for the City of McMinnville. The county currently shares Shortel phone system to half of the city offices.

2. Thursday Formal Session Agenda Review

- a. Consent Agenda Review (keep or move to non-consent)
- b. Non-Consent Agenda Review (add to consent or leave off)

The consensus of the Board was to move items D1 - D3 as well as the Old Business, items C1 - C2, to Thursday's consent agenda. Item D4 will remain on non-consent.

3. Executive Session:

- a. ORS 192.660(2)(e) – Executive session to conduct deliberations with persons designated by the governing body to negotiate real property transactions.

The meeting recessed at 2:46 p.m. to convene an executive session and reconvened at 3:03 p.m. with no decisions made by the board.

4. Commissioner Updates/Announcements/Discussion:

- a. Budget Committee Discussion (Ken Huffer)
The consensus of the Board was to add item 4A to Other Business on Thursday.
- b. Oregon Legislative Session – Anti-2nd Amendment legislation (Mary Starrett)
- c. Discussion of declaring Yamhill County a 2nd Amendment sanctuary county.

(Mary Starrett)

The consensus of the Board was to add item 4C to Other Business on Thursday.

- d. Commissioner Updates (all commissioners)

Following commissioner updates the meeting adjourned at 3:46 p.m.

Carolina Rook
Secretary