



# Yamhill County Sheriff's Office

*Sheriff Sam Elliott*

535 NE 5<sup>th</sup> Street, Room 143, McMinnville, Oregon 97128-4595

Business Office: (503) 434-7506 • Fax: (503) 472-5330

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"Excellence in Service"

## MEMORANDUM

**DATE:** Yamhill County Board of Commissioners

**TO:** Sam Elliott, Sheriff 

**FROM:** September 5, 2025

**RE:** Request for Grant Application Authorization – CIS Public Safety Grants

CIS is again offering Fiscal Year Public Safety Grants for CIS General Liability members. Members may apply for any relevant category of grants and the 2025-2026 grant funds are categorized as:

- **Corrections Grant** (up to \$5,000): Supports suicide-resistant devices and enhanced surveillance to improve safety for Adults-in-Custody (AIC) and staff.
- **Law Enforcement Grant** (up to \$5,000): Supports patrol-related initiatives that help reduce use-of-force claims, improve safety for officers, or reduce risk of property damage.
- **Body-Worn Systems Grant** (up to \$10,000): Provides reimbursement for body-worn cameras that enhance accountability and transparency. (Does not cover supporting hardware or software.)
- **Property and Evidence Grant** (up to \$5,000): Supports critical improvements in evidence management, including upgrading facilities, implementing tracking technologies, enhancing security, and funding staff training. It also supports policy development, audits, and backlog reduction.

Yamhill County Sheriff's Office has developed three grant proposals – one each in Corrections, Law Enforcement, and Property and Evidence – and I am requesting Board approval to apply for and, if awarded, accept grants as outlined below and on the attached grant application forms.

Grants are listed in the order of agency priority should the Board determine that all three grants are not to be submitted:

- (1) **Property and Evidence Grant** for the renovation of the evidence processing area of the Evidence Building. This renovation will ensure our evidence processing area aligns with industry standards and best practices, enhancing functionality and efficiency, while reducing risk of exposure, cross-contamination, and minimizing errors that could impact successful prosecution.
- (2) **Law Enforcement Grant** for the purchase of less lethal 40mm launchers training kits and additional munitions. This purchase will allow us to recertify those individuals originally trained in January 2024, as well as ensure the 12 Enforcement deputies who have joined the agency since that training are properly trained and certified.

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- (3) **Corrections Grant** for the replacement purchase of four Automated External Defibrillators (AEDs) that have reached end-of-life. These devices are staged in the Correctional Facility and the transport vehicles, ensuring access and support to adults in custody who experience sudden medical crisis due to a variety of causes, including self-harm.

The deadline for submission of the grants is September 15, 2025. Successful applicants will be notified by October 15, 2025, and all grant materials must be purchased, implemented, and reimbursement submitted by May 15, 2026.

Thank you for your consideration of this request.

SJE:emw

cc: Ken Huffer, County Administrator  
Justin Hogue, Deputy County Administrator  
Mike Barnhart, Finance Director

Approved by the Yamhill County Board of  
Commissioners on 09/11/2025  
via Board Order 25-282.



## CIS Public Safety Grant Application for Fiscal Year 2025-26

### CIS PUBLIC SAFETY GRANT GUIDELINES

CIS will evaluate your grant request based on available funds and the risk reduction it provides to your agency and the CIS Pool.

### APPLICATION SUBMISSION

The application window is open from July 15 to Sept. 15, 2025. Send completed grant applications to: [Public Safety Grants](#). All applications must be submitted by the deadline to be considered for funding. Late or incomplete submissions will not be accepted.

Grant applications will be reviewed Sept. 17, 2025. If selected, applicants will be notified by Oct. 15, 2025.

### REIMBURSEMENT REQUIREMENTS

All reimbursement requests must be submitted by May 15, 2026, to Joleen Wallace at [publicsafetygrants@cisoregon.org](mailto:publicsafetygrants@cisoregon.org) in order to process payment by the end of the fiscal year, June 30, 2026.

If reimbursement information is not submitted by May 15, 2026, grant funds will be forfeited.

### To receive payment, CIS must receive the following no later than May 15, 2026:

- A copy of the grant request
- A copy of the grant approval
- A copy of the invoice(s) from the vendor to the CIS member (not a purchase order or quote)
- A copy of the member's payment to the vendor or company (*must be a signed check or credit card statement showing the charge*)

**Please note:** CIS has limited grant funds and may not be able to award the full amount requested.

Once your application is reviewed, you'll receive an email notification with either an approval or a reason for denial.

If you determine you won't be able to use the awarded funds in fiscal year 2025-26, please notify CIS as soon as possible so the funds can be awarded to the next qualifying member. Failure to notify us may affect your eligibility for future grants.

**Questions about the program?** Email the [CIS Public Safety Team](#).

**Your Contact Information:**

Date: 09/11/2025

CIS Member Name: County of Yamhill

Name and Title of Person Submitting Grant: Cpt. Mike Browne, Corrections Commander

Office #: 503-474-6898 Cell #: \_\_\_\_\_

Email: brownem@yamhillcounty.gov

Mailing Address: YCSO, 535 NE 5th St, Rm 143

City: McMinnville Zip Code: 97128

By submitting this application, you agree to the following:

- If approved for the grant, you agree to submit the required documentation by May 15, 2026.
- If approved for a grant and you determine you will not be able to use the awarded grant funds in FY 2025-26, you agree to contact CIS as soon as possible so the funds can be awarded to the next qualifying member. *Failure to notify us may impact your potential for future awarded grant funds.*

**Type of Grant Requested:** (Check the appropriate box)

- Corrections
- Law Enforcement (Patrol/Law Enforcement Administration)
- Body-Worn Camera Systems
- Property and Evidence

**Total Amount of Project:** \$5,118.43

**Grant Amount Requested:** \$5,000.00

Are there any other grant funds being applied to this project?  Yes  No  
If yes, please explain:

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Has your agency received a grant from CIS in the past?  Yes  No

If yes, please describe what the grant was for and the year it was awarded. Was the project completed?

In Fiscal Year 2024/2025, we were awarded \$4,830.11 under the Corrections Program Grant for the purchase and implementation of a stair chair for the Yamhill County Correctional Facility and the purchase of Raptor Rescue shears for all certified Corrections Division staff.

All components of the grant were completed successfully.

Please use the space below to explain why your agency needs grant funding from CIS.

We are seeking the Corrections Program grant to fund the replacement purchase of four Automated External Defibrillators (AEDs) for the Yamhill County Correctional Facility (YCCF). Two AEDs are kept in YCCF at all times, allowing for prompt deployment during a medical crisis, and two AEDs are kept in our transport vehicles at all times.

Having AEDs available to staff in the facility and on transports drastically increases the potential survivability of an individual experiencing a medical crisis due to a variety of causes, including self-harm. Our facility currently has four AEDs, but these AEDs have come to the end of their life cycles. Receiving grant funding for these critical items will allow us to use previously budgeted funds for other high priority needs.

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Please explain how the grant funding will reduce risk for your agency and reduce claims.

Grant funding for these AEDs will allow our agency to purchase all four AEDs in a single purchase, placing them on a standard maintenance schedule and standardizing the eight-year warranty period. Upgrading all devices simultaneously will ensure that, no matter the location of the medical crisis, the latest technology will be available to provide life-saving measures. We are coordinating this purchase with County Maintenance (for the Courthouse) and County Juvenile Division (for the Youth Services Center), which will ensure standardization across the devices, reducing risk of unfamiliarity, minimizing the need for varied training, and reducing device failure due to age across the deployment area.

Updating all four AEDs at the same time has the potential to reduce future claims affiliated with the use of aging or out-of-date/out-of-warranty equipment and mitigating risk that the equipment would fail when needed, exposing the agency to claims for serious injury or death.

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**Supervisor/Manager of Submitter:** Sam Elliott

**Title of Supervisor/Manager:** Sheriff

**Supervisor/Manager Email and Phone Number:** elliotts@yamhillcounty.gov / 503-474-6289

**Approximate Completion of Project Date:** December 31, 2025

**CIS Approval of Grant Request:**

Date Grant Request Received: \_\_\_\_\_

Date Grant Approved or Denied: \_\_\_\_\_

CIS Senior LE RMC Approval: \_\_\_\_\_

CIS Director of Risk Management Approval: \_\_\_\_\_



**08.11.2025-YAMHILL COUNTY SHERIFF'S OFFICE-  
Sourcewell Contract: 041823-STYCR2 AED**

Quote Number: 11148535

Remit to: Stryker Sales, LLC  
21343 NETWORK PLACE  
CHICAGO IL 60673-1213  
USA

Version: 1

Prepared For: YAMHILL COUNTY SHERIFF'S OFFICE  
Attn:

Rep: Gaby Collier  
Email: gaby.collier@stryker.com  
Phone Number: (832) 963-4832

Quote Date: 08/27/2025

Expiration Date: 11/25/2025

**Delivery Address**

Name: YAMHILL COUNTY SHERIFF'S OFFICE

Account #:

Address:

McMinnville

Oregon 97128

**Sold To - Shipping**

Name: YAMHILL COUNTY SHERIFF'S OFFICE

Account #:

Address:

McMinnville

Oregon 97128

**Bill To Account**

Name: YAMHILL COUNTY SHERIFF'S OFFICE

Account #:

Address:

**Equipment Products:**

#	Product	Description	Qty	Sell Price	Total
1.0	99512-001435	LIFEPAK CR2 Defibrillator, Semi-Automatic, USB, English, handle, 8 year warranty. Includes 1 PR QUIK-STEP electrodes and 1 battery (4 years each), operating instructions	9	\$1,267.72	\$11,409.48
Equipment Total:					\$11,409.48

**Trade In Credit:**

Product	Description	Qty	Credit Ea.	Total Credit
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**Price Totals:**

Estimated Sales Tax (0.000%):	\$0.00
Shipping and Handling:	\$142.65
<b>Grand Total:</b>	<b>\$11,552.13</b>

**Comments:**

Sourcewell Contract:  
Account # 9203

**Exhibit A**  
**B.O. 25-282**



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Prepared For: YAMHILL COUNTY SHERIFF'S OFFICE

Rep: Gaby Collier

Attn:

Email: gaby.collier@stryker.com

Phone Number: (832) 963-4832

Quote Date: 08/27/2025

Expiration Date: 11/25/2025

**POC:Ben Henle**  
[ben.henle@sourcewell-mn.gov](mailto:ben.henle@sourcewell-mn.gov)

Prices: In effect for 30 days

Terms: Net 30 Days

**Terms and Conditions:**

Deal Consummation: This is a quote and not a commitment. This quote is subject to final credit, pricing, and documentation approval. Legal documentation must be signed before your equipment can be delivered. Documentation will be provided upon completion of our review process and your selection of a payment schedule. Confidentiality Notice: Recipient will not disclose to any third party the terms of this quote or any other information, including any pricing or discounts, offered to be provided by Stryker to Recipient in connection with this quote, without Stryker's prior written approval, except as may be requested by law or by lawful order of any applicable government agency. A copy of Stryker Medical's terms and conditions can be found at [https://techweb.stryker.com/Terms\\_Conditions/index.html](https://techweb.stryker.com/Terms_Conditions/index.html).

ENDING A PRO

**Exhibit A**  
**B.O. 25-282**

# stryker

## AEDS

	<b>YCCF</b>	<b>Maintenance</b>	<b>Juvenile</b>
Quantity	<b>4</b>	<b>3</b>	<b>2</b>
Price	<b>\$1,267.72</b>	<b>\$1,267.72</b>	<b>\$1,267.72</b>
Total	<b>\$5,070.88</b>	<b>\$3,803.16</b>	<b>\$2,535.44</b>
	<b>Shipping &amp; Handling</b>		
<b>\$142.65</b>	<b>\$47.55</b>	<b>\$47.55</b>	<b>\$47.55</b>
<hr/> <b>Grand Total</b> <hr/>			
	<b>\$5,118.43</b>	<b>\$3,850.71</b>	<b>\$2,582.99</b>