

INFORMAL MINUTES

February 11, 2008

2:00 p.m.

Oval Office

PRESENT: Commissioners Mary P. Stern, Leslie Lewis, and Kathy George.

Staff: John M. Gray, Jr., Laura Tschabold, Steve Mikami, Jack Crabtree, Ken Summers, Ron Huber, Bill Gille, and Susan Mundy.

Guests: David Bates, News-Register; Gordon Cook, Road Improvement Advisory Committee.

* indicates item forwarded to formal agenda

Mary called the meeting to order.

* Personnel - Steve presented personnel requests from various departments. See agenda for details. He stated that Bill Gille wants to give a bonus to Kay Bacon. Leslie said that Bill should talk to Mary and Kathy individually and then the request should come before the Board. Steve stated that the in-house recruitment for a Police Clerk in Dog Control will end tomorrow and there will probably be an add-on item to transfer Kari Lewers to that position. Sheriff Crabtree stated that if funding for the position doesn't hold up in the future, he'll deal with it then.

Patrol & Jail Staffing - Jack discussed a plan for increasing patrol and jail staffing over the next few years and proposed starting the plan now with existing revenues. He proposed hiring two patrol deputies in March, using \$252,637 of his surplus ending balance to pay for that through the end of the fiscal year. He stated that in 2008-09, in addition to maintaining the Forest Patrol deputy position, he would like to add one more patrol deputy. He said that the plan for jail staffing is similar, with two positions being added now.

Mary stated that she would go over the proposal in more detail with John K and Jack later and bring any issues back to the Board before a final decision is made. She added that department heads need to be prepared to discuss with the Budget Committee what their necessary ending balances are and the reasons for needing them.

Road Maintenance - Bill presented a priority matrix for road maintenance developed by the Road Improvement Advisory Committee and modeled after Washington County's matrix. He explained that local access roads will probably never be great, but the matrix would keep major and minor collector roads, which carry the majority of traffic, in decent shape. Leslie added that emergency or hazard situations, regardless of their road classification, would be moved to the top of the priority list. After further discussion, the consensus was to include additional definitions and expand the funding explanation, then circulate for final review.

* Minutes - See agenda for formal session minutes to be adopted. Kathy moved approval of the following informal session minutes. The motion passed, Mary, Leslie, and Kathy voting aye.

B. O. 08-111 - September 17, 2007

- B. O. 08-112** - October 1, 2007
- B. O. 08-113** - October 1, 2007 work session
- B. O. 08-114** - November 5, 2007
- B. O. 08-115** - November 8, 2007 work session
- B. O. 08-116** - November 26, 2007

- * Contracts/Grants - See agenda for details.
- * Refunds - See agenda for details.
- * Committees - See agenda for details. The Board agreed to set a deadline of February 22, 2008 to receive applications for the LNG Citizens Advisory Committee and to discuss the applications at informal session on February 25, 2008.

Advertising - The Board discussed the option to renew its back cover advertisement in the Yamhill Valley Visitors Guide published by the News-Register for a cost of \$2250. Kathy said that she would like to talk to John K about how much money is in the Economic Development Fund, as there may be other, more beneficial, uses for the money. Mary agreed to find out how many calls from potential businesses have been generated by the ad.

Room 32 Chairs - Mary presented a request from Tim Loewen to inherit the fifteen chairs being replaced in Room 32. The Board agreed to discuss it at Management Roundtable the next day and see if any other departments are interested.

Use of Force Policy - John G stated that he has reviewed the policy created by the Planning Authority, but hasn't been able to talk to Richard Sly about it yet to determine if there are any internal inconsistencies between that and the policy for Community Corrections. He explained that Richard's policy is very detailed and the Planning Authority's policy is very general. He said that if Richard approves, the Board can adopt the policy as an add-on Wednesday.

Community Corrections Director - Mary announced that Richard is retiring on June 30, 2008. The group discussed the process for finding a replacement.

Labor Negotiations - Mary moved to appoint John Gray, Richard Sly, Barb Paladeni, and Steve Mikami as the bargaining team for the Federation of Oregon Parole & Probation Officers (FOPPO) negotiations. The motion passed, Mary, Leslie, and Kathy voting aye.

The meeting adjourned at 3:27 p.m.

Anne Britt
Secretary