

INFORMAL MINUTES

July 7, 2008

2:00 p.m.

Oval Office

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

Staff: John M. Gray, Jr., John Krawczyk, Laura Tschabold, Steve Mikami, Ron Huber, Carol White, and Ken Friday.

Guests: David Bates, News-Register; Kris Bledsoe, candidate for commissioner; and Gretchen Olsen.

* indicates item forwarded to formal agenda

Mary called the meeting to order.

* Personnel - Steve presented personnel requests from various departments. See agenda for details.

Jail Bed Rentals - Mary discussed a letter from Jackson County officials terminating their bed rental contract and requesting a waiver of the 60-day notice requirement. She explained that they are losing \$23 million of federal forest money from their general fund. She added that if the funds are reauthorized, Jackson County will continue to rent beds from Yamhill County and will discuss a rate increase. Ron Huber stated that he had budgeted \$600,000 in rental revenue for 2008-09 and feels confident that the Jackson County portion can be backfilled somehow. The Board agreed to waive the 60-day notice requirement and reevaluate the situation when the Jail remodel project bids come in.

Hands & Words - Gretchen Olsen discussed "Hands 300," a decal campaign for Hands & Words Are Not For Hurting. She explained that the goal is to place 300 decals in the doors and windows of local businesses, churches, and other buildings. She requested approval for placement of the decals in county buildings, noting that the community is familiar with the program and there shouldn't be any citizen complaints. Mary suggested checking with individual county offices. Gretchen left a copy of her book, Call Me Hope, for each of the commissioners.

Bike Racks - The group discussed the possibility of installing bike racks for use by county employees. The Prevention House driveway and the HHS facility were discussed as two potential locations. John K stated that bicyclists should have equal ease of building access to those driving vehicles. He agreed to check on whether or not a bike rack has already been installed at the new Evans Street campus. Kathy emphasized the importance of remembering employee safety when choosing a location.

* Contracts/Grants - See agenda for details.

MINUTES

INFORMAL SESSION

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July 7, 2008

2:00 p.m.

MS__LL__KG__

Land Use Hearings - Ken Friday briefed the Board on three hearings scheduled for July 16, 2008. The Board scheduled a site visit for Planning Docket PAZ-01-08(KF), applicants Dennis Spath and Joseph & Kimberly Fay.

John G reported that the county's motion to dismiss appeals on four vesting decisions was granted and the cases were transferred to circuit court.

* Fees/Dues - See agenda for details.

Hiring Freeze - The Board discussed a 90-day freeze on recruitment in departments funded primarily by general fund dollars, with the possibility of granting exemptions to those with compelling circumstances. John K agreed to write up a policy to be reviewed by John G and then adopted by the Board.

The Board approved a request from Tim Loewen to proceed with filling four positions related to the Peer Court program (see Exhibit A). Mary stated that Brad Berry will be using existing staff to cover a vacant Office Specialist 2 position for as long as possible. She stated that he will try to delay filling a Victims Advocate position, but that office is swamped right now. John K instructed Carol White to continue the four ongoing recruitments in the Sheriff's Office, noting that the sheriff's policy is to keep vacancies for 90 days anyway.

Bus Passes - John K discussed the possibility of participating in a program that allows employees to pay for bus passes with pre-tax money if they are used predominantly for commuting to work. He said that he would have Tonya Saunders discuss the issue at the next informal session.

Volunteer Mileage Reimbursement - John K stated that Julia Staigers had taken the position that the county could not pay more than the IRS rate for volunteers or it would be considered income, but Becky Weaver believes that the county can reimburse a volunteer up to \$600/year without it being considered income. He said that the county rate is currently 50.5 cents/mile for employees and 18 cents/mile for volunteers and the IRS rate is currently 58 cents/mile for employees and 18 cents/mile for volunteers. He said that it would be good to have a uniform policy for county departments. He agreed to find out what departments are currently doing and report back to the Board.

The meeting adjourned at 3:03 p.m.

Anne Britt
Secretary

Anne Britt

From: Tim Loewen
Sent: Monday, July 07, 2008 11:50 AM
To: Mary Stern, Leelle Lewis, Kathy George
Cc: John Krawczyk; Laura Tschabold; Steve Mikami, Anne Britt
Subject: Juvenile Department Vacancies
Importance: High

Good morning Commissioners,

I would like to request your permission to hire two of four vacant positions before the end of the 90-day freeze on hiring.

As the BOC is aware, the juvenile department has four positions related to the Peer Court program. They are listed as follows:

	Range	FTE	Total Cost
PO 1	16	1	\$86,353
PO Aide	10	0.48	\$16,229
Corr Tech	12	0.48	\$17,449
OS 2	10	0.48	\$14,598
		2.44	\$114,631

The sources of funding for these positions are as follows:

Peer Court Budget		
County Gr	\$35,600	28%
McFD	\$23,600	18%
NPD	\$17,000	14%
JOP Prev	\$28,920	23%
JAHG	\$10,000	8%
Fees	\$10,000	8%
	\$123,920	100%

As you can see from the budget only 28% comes from county general funds.

I would like to hire the PO Aide effective two weeks from Wednesday. I am planning to transfer a juvenile corrections specialist, half time from detention to probation. This staff currently works full-time as a Corrections Specialist and I plan to split her position .5 FTE PO Aide and .5 FTE Corrections Specialist. I need this position to backfill the PO I have coordinating the Peer Court program.

Additionally, I would like to hire the OS 2 (.48 FTE) effective September 1 to train and replace the receptionist position freeing up the other administrative staff to complete their duties. With the return of students to school our referrals increase. Having the additional staff at the beginning of the school year would help us out with the increased workload.

I can hold off on the other two positions, PO 1 and Corrections Technician until 10/1.

I can be available to talk with the commissioners about this if you would like.

Tim Loewen, Director
 Yamhill County Juvenile Department
 535 N. Fifth St.
 McMinnville, OR 97128
 Office 503.434.7512 #1448
 Fax 503.434.7466

Ex. A

7/31/2008