

**INFORMAL MINUTES**

**July 28, 2008**

2:00 p.m.

Oval Office

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

Staff: John M. Gray, Jr., Laura Tschabold, John Krawczyk, Steve Mikami, John Boynton, and Murray Paolo.

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

\* indicates item forwarded to formal agenda

Mary called the meeting to order.

\* Personnel - Steve presented personnel requests from various departments. See agenda for details. Mary noted that the deputy sheriff position has been open for about six months.

\* Contracts/Grants - See agenda for details.

\* Committees - Approve the appointment of Greg Copeland to the Yamhill County Foundation for a term to expire December 31, 2010.

Oregon Transit - The commissioners discussed a membership application for Oregon Transit, an advocacy group for transit providers. Leslie stated that Tonya Saunders doesn't feel that it is worth the cost because, although they do a good job advocating for big transit entities, it is a lot of work to get anything for the smaller ones. Kathy stated that it might be a good opportunity in the future. The Board agreed not to pay for the membership.

\* Delegation of Authority - Designate Sheriff Jack Crabtree and Ted Smietana as co-supervisory authority for corrections supervision services and custodial facilities. John G stated that Jack had previously shared co-administrator responsibilities with Richard Sly, but would like some time to work out that relationship with the new director.

\* Designate Administrative Services Director Laura Tschabold as county accountant. John K explained that the Board had appointed him as county accountant in 1984 and it would now be appropriate to transfer that designation to Laura.

Mary stated that it would be beneficial to Laura for the group to set some short-term goals for her in her new position as Administrative Services Director and to give her feedback after six months, rather than waiting for a year. She said that she would be doing the same with Ted Smietana.

Earthquake Response Annex - John Boynton distributed copies of the draft Earthquake Response Annex to be adopted as part of the county's new Emergency Operations Plan (EOP) and stated that the state, John G, and James Roddey had each reviewed it and have no concerns. Mary

pointed out that the annex includes a great deal of information that may not be helpful in an emergency. Kathy and Leslie agreed that the annex should be a checklist of what to do during an emergency event.

John B stated that the annex is just a general guide and emergency personnel will be going by their NIMS training during an actual event. He said that during last year's flood event, the flood annex wasn't looked at until afterwards. He explained that the draft annex is based on a template common to annexes nationwide that was sent to him by the state, and the annexes have to be in place in order to qualify for funding.

Mary stated that the Board had been told the annexes would be useable, not something that would sit on a shelf. She said that this draft contains useless information and confusing references and provides no guidance. She stated that even if the annex is not pulled out immediately during an event, it should contain a concise summary of what to do during a specific emergency so that it can be referred to at some point to make sure nothing is being missed. John K added that the incident commander would need a resource directory to know who to call for various supplies. Kathy stated that if the trained emergency personnel are not available in an event, the annex should be something that others can pull out and use.

John B offered to arrange a meeting with the Board and someone from the state who deals with EOPs to see if they can help address the Board's concerns. Kathy suggested that he let the state know what the Board wants and see if they have any other forms that could be used. John B agreed to do some more investigating and report back to the Board. Murray Paolo expressed his hope that there is a fairly high level of local involvement in whatever process the county goes through so that the end product is something that accurately reflects Yamhill County.

Riverbend Ballot Title - John G provided an update on the ballot title lawsuits and stated that the case would probably be decided this week.

Measure 49 - John G provided an update on five Measure 49 lawsuits and said that he expects a decision by the court by October 1, 2008 on the first three lawsuits, which have been consolidated.

The meeting adjourned at 3:12 p.m.

Anne Britt  
Secretary