

INFORMAL SESSION MINUTES

October 31, 2011

2:00 p.m.

Oval Office

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

Staff: Laura Tschabold, Rick Sanai, Pat Anderson, Mike Brandt, and Ken Huffer.

Guests: Ossie Bladine, News-Register; Dave Morgan, NewsYamhillCounty.com; Linda McMahan and Derek Godwin, Oregon State University Extension Service.

* indicates item forwarded to formal agenda

Mary called the meeting to order at 2:00 p.m.

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

Minutes - Kathy moved approval of the following minutes. The motion passed unanimously.

B. O. 11-692 - September 8, 2011, informal session

B. O. 11-693 - September 19, 2011, informal session

* See agenda for formal session minutes to be adopted.

* Contracts/Grants - See agenda for details.

* Refund - Authorize a \$585 refund from HHS to a client.

Economic Development Committee - Laura stated that Chris McLaran is looking for some clarification on how much discretion the committee has with the economic development funds. She reviewed a handout of the current fund status and an estimate of next year's resources and expenses (see Exhibit A). She noted that the Association of Oregon Counties has recommended that counties project a 22% increase in video lottery funds this year, which has been included in the handout.

She stated that the Council of Governments (COG) is willing to talk to the Board about the possibility of changing the terms for the revolving loan fund. Mary suggested that the Board schedule a date in late November or December to have a representative from COG join the Board for a discussion on discretionary revenue.

Leslie suggested that the commissioners meet first as a Board to discuss options for the economic development funds, and then discuss them with the Budget Committee. A Budget Committee meeting was tentatively scheduled for November 28, 2011, at 1:00 p.m.

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2:00 p.m.

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Extension Service Update - Derek Godwin stated that the Extension Service is going through some reorganization. He said that two levels of administration have been collapsed and staff chairs have been replaced with area administrators. He stated that he had submitted a proposal for Mike Knutz to fill a faculty position starting in January, and about 20% of his time would be dedicated to serving as a local point of contact and community outreach person. He said that the Extension Service is doing more with local partners, particularly community colleges. Linda McMahan added that technology will also be utilized to provide more electronic delivery of services in the future.

Mary stated that YCAP recently received a grant from the Meyer Memorial Trust and a planning group will be meeting the following week. She said that this would be a good opportunity to look at the whole food system in the county and include the schools. She said that she would provide more information to the Extension Service so they could be a part of that process.

The Board recessed to executive session at 2:52 p.m. pursuant to ORS 102.660(2)(e) for the purpose of discussing real property transactions. The meeting reconvened at 3:22 p.m. with no formal decisions made and a consensus of the Board to decline a proposal from Dan and Carmen Upshaw.

The meeting adjourned at 3:25 p.m.

Anne Britt
Secretary

Fund 26 Economic Development		Expense projections	
FY 2011-12			
BEGINNING BALANCE (CURRENT YEAR)	\$ 57,023	Personnel exp remaining	0
BEGINNING BALANCE REVOLVING LOAN	\$ 191,317	M&S remaining expenses	415,980
Add CURRENT REVENUE TO DATE	\$ 25,067	PROFESSIONAL SERVICE	25,000
Add PROJECTED ADDITIONAL REVENUE	\$ 229,000	AUDIT	1,600
Add TOTAL DISCRETIONARY RES. ALLOC	\$ -	MCMINNVILLE ECONOMIC	10,250
TOTAL RESOURCES	\$ 502,407	ASSOC MEMBERSHIPS	7,434
		BANK SERVICE CHARGE	400
SUBTRACT		DOWNTOWN ASSOCIATION	12,500
EXPENSES TO DATE	\$ 11,691	REVOLVING LOAN	191,317
PROJECTED REMAINING EXPENSES	\$ 415,980	ADMIN OVERHEAD	4,729
TOTAL EXPENSES	\$ 427,671	CO INT EXPENSE	3,250
		INTERNAL PAYMENT VETERANS	12,500
TOTAL RESOURCES	\$ 502,407	INTERNAL SUPPORT ENFORCEMENT	17,500
Subtract TOTAL EXPENSES	\$ 427,671	INTERNAL FAIR	47,000
Initial ENDING BALANCE	\$ 74,736	INTERNAL MARINE	17,500
Contingency + Unallocated Other Expense	\$ 62,269	INTERNAL PARKS	5,000
Final Ending Balance	\$ 137,005	OTHER EXPENSE (104,249 Budgeted)	
		- NW UAV	50,000
		- Parks Capital Projects	10,000
		UNALLOCATED OTHER EXPENSE	44,249
		CONTINGENCY	18,020

Fund 26 Economic Development		Expense projections	
FY 2012-13			
BEGINNING BALANCE (CURRENT YEAR)	\$ 137,005	Personnel exp remaining	0
Add CURRENT REVENUE TO DATE	\$ -	M&S remaining expenses	318,480
REVOLVING LOAN BEGINNING BALANCE	\$ 191,317	PROFESSIONAL SERVICE	25,000
Add PROJECTED ADDITIONAL REVENUE	\$ 280,600	AUDIT	1,600
Add TOTAL DISCRETIONARY RES. ALLOC	\$ -	MCMINNVILLE ECONOMIC	10,250
TOTAL RESOURCES	\$ 608,922	ASSOC MEMBERSHIPS	7,434
		BANK SERVICE CHARGE	400
SUBTRACT		DOWNTOWN ASSOCIATION	12,500
EXPENSES TO DATE	\$ -	REVOLVING LOAN	191,317
PROJECTED REMAINING EXPENSES	\$ 318,480	ADMIN OVERHEAD	4,729
TOTAL EXPENSES	\$ 318,480	CO INT EXPENSE	3,250
		INTERNAL PAYMENT VETERANS	0
TOTAL RESOURCES	\$ 608,922	INTERNAL SUPPORT ENFORCEMENT	0
Subtract TOTAL EXPENSES	\$ 318,480	INTERNAL FAIR	47,000
Initial ENDING BALANCE	\$ 290,442	INTERNAL MARINE	0
Contingency + Unallocated Other Expense	\$ 112,269	INTENAL PARKS	5,000
Final Ending Balance	\$ 402,711	OTHER EXPENSE (104,249 Budgeted)	
		- NW UAV	0
		- Parks Capital Projects	10,000
		UNALLOCATED OTHER EXPENSE	94,249
		CONTINGENCY	18,020

Exhibit A 1/1