

Keri Hinton

From: Laura Tschabold
Sent: Friday, March 25, 2016 7:22 AM
To: Silas Halloran-Steiner; Mary Starrett
Cc: Lucy Flores Mendez; Keri Hinton; Angelique Goldschmidt; Christian Boenisch; Emily Piper; Christina Malae; Terry Malay; Caren Anderson; Ken Huffer
Subject: RE: Board Consideration: Housing Authority of Yamhill County Agreement and Position Management Change

Thanks Silas – Lucy and Keri, these will be two separate board action items; one under contracts and one under personnel.

Laura

Laura Tschabold, MPA

County Administrator
Yamhill County
434 NE Evans Street
McMinnville, OR 97128
W: 503.434.7501 F: 503.434.7553
Cell: 503.437.5742
tschabol@co.yamhill.or.us



From: Silas Halloran-Steiner
Sent: Friday, March 25, 2016 7:15 AM
To: Mary Starrett <starrettm@co.yamhill.or.us>; Laura Tschabold <tschabold@co.yamhill.or.us>
Cc: Lucy Flores Mendez <mendezl@co.yamhill.or.us>; Keri Hinton <hintonk@co.yamhill.or.us>; Angelique Goldschmidt <goldschmidta@co.yamhill.or.us>; Christian Boenisch <boenischc@co.yamhill.or.us>; Emily Piper <pipere@co.yamhill.or.us>; Christina Malae <malaec@co.yamhill.or.us>; Terry Malay <malayt@co.yamhill.or.us>; Caren Anderson <andersc@co.yamhill.or.us>; Ken Huffer <hufferk@co.yamhill.or.us>
Subject: Board Consideration: Housing Authority of Yamhill County Agreement and Position Management Change

Hi Mary and Laura,

I am requesting Board Consideration of the following three items which are related to our work to open a transitional housing program in the next few months:

1. Approve the attached intergovernmental agreement (IGA) with the Housing Authority of Yamhill County to assign a HAYC employee for five hours per week at a rate of \$900 per month to act as a Management Agent for the County. This is for the 8-unit complex located at 433 NE 17th Street which we are leasing from Haworth, Inc. as approved by BO# 15-196. The initial term of the agreement is from the date of the last signature through June 30, 2017. While this amount was not specifically included in the 2015-2016 Health and Human Services budget, we have sufficient expense authority and have state funding to support this agreement. See attached program description for additional details.
2. Delete 1.0 fulltime equivalent (FTE) of Mental Health Associate position in HHS position management roster. While we originally budgeted the onsite support services as an MH Associate we have further scoped the position to meet business need and it now requires a change.

3. Add 1.0 FTE of Human Services Specialist I in HHS position management roster to allow for the recruitment of the new position of Peer Housing Specialist. See attached draft job description for reference.

Overall, these actions are needed to continue the Baker Field Transitional Housing Program development that is currently nearing completion. This program will allow individuals with significant mental health challenges to continue rebuilding their lives and eventually move fully into the community in order to live a meaningful life. The program will use a peer-based onsite support model where an individual with lived experience has an opportunity to give back to the community and help others on their path to recovery.

I recommend the Board approve these requests and this draft agreement as written. However, I am still working out a few details with Christian and, if needed, I will share an updated agreement prior to any Board Action. Please let me know if you have any questions.

Lucy/Keri, please place this on the next Board Agenda for approval. Suggested Board Agenda language:

"Approve an agreement between Yamhill County Health and Human Services and the Housing Authority of Yamhill County for a Management Agent at a rate of \$900 per month effective upon approval date through June 30, 2017."

"Delete 1.0 FTE of MH Associate add 1.0 FTE of Human Services Specialist 1 in Health and Human Services Community Support Services Division position management authority."

A copy of the executed agreement should be sent to:

Elise Hui, MBA, SHRM-SCP

Executive Director

HOUSING AUTHORITY OF YAMHILL COUNTY/YAMHILL COUNTY AFFORDABLE HOUSING CORPORATION

135 NE Dunn Place

McMinnville, Oregon 97128

Direct: 503-883-4318 ■ Office: 503-883-4300 ■ Cell: 503-560-1368

ehui@hayc.org

Thanks,

Silas Halloran-Steiner

Director, Yamhill County Health and Human Services Department

Phone: (503) 434-7523

Cell: (503) 435-7572

Fax: (503) 434-9846

627 NE Evans

McMinnville, OR 97128

Our Vision: People in Yamhill County live, work, learn, and play in safe communities that support wellness and dignity.

Our Mission: To promote the public's physical, emotional and social well-being through services, prevention, education, and partnerships.

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Accepted by Yamhill County
Board of Commissioners on

3-31-16 by Board Order

16-111