



WASCO COUNTY BOARD OF COMMISSIONERS
SPECIAL SESSION
SEPTEMBER 9, 2010

PRESENT: Sherry Holliday, County Commissioner
Bill Lennox, County Commissioner
Kathy McBride, Executive Assistant

ABSENT: Dan Ericksen, Chair, County Commissioner

At 9:09 a.m. Commissioner Sherry Holliday called the meeting to order.

Open Discussion.

Commissioner Holliday called on Tyler Stone, Administrative Officer, to provide the Board with the requirements under the Conservation Service District Cost Share Agreement with Wasco County Soil & Water Conservation Service District and the grant funding being provided by City County Insurance Services.

Tyler Stone informed the Board that the funding being provided by City County Insurance Services (\$10,000) is a three year commitment. The life expectancy is less than the life of the three year commitment. Stone stated that there should be no out of pocket expense for the Irrigation Ditch Piping Project.

{{{Commissioner Lennox moved to approve the Conservation Service District Cost Share Agreement between the Wasco County Soil & Water Conservation Service District and Wasco County. Commissioner Holliday seconded the motion; it was then passed unanimously.}}}

The Board began reviewing sample questions for the interview process for Wasco County Treasurer.

Tyler Stone and Monica Morris, Finance Manager, were present.

WASCO COUNTY BOARD OF COUNTY COMMISSIONERS
SPECIAL SESSION
SEPTEMBER 9, 2010
PAGE 2

Discussion occurred regarding the process of interviewing the three candidates and the questions to be asked of each candidate during the scheduled interviews. Questions were finalized, (Attached as Exhibit A).

The Board, Stone and Morris signed a thank you card for Lynda Hunt and Kim Burns for their handling of cash during the Wasco County Fair.

Commissioner Holliday mentioned the call she received from the Wasco County Landfill in regards to the extra waste that will be hauled to the landfill due to the closure of The Dalles Dam.

Stone noted that the County recently received a check for \$40,000 from Columbia Basin Care Facility.

Discussion occurred in regards to project accounting.

Morris believes that project accounting will solve the issue of keeping track of unspent funding from the General Fund's contribution to the North Central Public Health District.

Stone stated that this will save the County money from making changes under the EDEN financial system.

Morris noted that the new EDEN software is being installed right now. She will be testing the new download. She wants to be sure that we will get a report by project.

Interviews for the Position of Wasco County Treasurer.

The first candidate to be interviewed for the position of Wasco County Treasurer was Julia Twidwell.

The interview panel consisting of Commissioner Sherry Holliday, Commissioner Bill Lennox, Administrative Officer Tyler Stone, and Finance Manager Monica Morris interviewed Twidwell. The questions which were prepared in advance were asked by Stone.

At the conclusion of the interview Twidwell was allowed to ask questions.

Several questions were asked and discussed at this time.

During the discussion Commissioner Holliday informed Twidwell that the County Treasurer would be required to run for office in 2012. The Treasurer is elected every four years.

WASCO COUNTY BOARD OF COUNTY COMMISSIONERS
SPECIAL SESSION
SEPTEMBER 9, 2010
PAGE 3

Some brief discussion occurred amongst members of the interview panel prior to the second interview.

The Board recessed at 10:50 a.m.

The Board reconvened at 10:57 a.m.

The second candidate to be interviewed was Katrina Linstrom.

Stone asked Linstrom the prepared interview questions.

At the conclusion of the interview Linstrom was allowed to ask questions.

Linstrom asked what is all involved in the position of Treasurer.

Morris noted what the Treasurer is responsible for.

Some discussion occurred.

The Board recessed at 11:35 a.m.

The Board reconvened at 1:01 p.m.

The final candidate to be interviewed was Erika Watkins.

The prepared questions were asked by Stone.

At the conclusion of the interview Watkins was allowed to ask questions.

Watkins asked when a decision is expected to be made.

Stone indicated if a candidate comes through this interview process the County will begin a background check.

Some discussion occurred regarding the function of the County Treasurer position and the interaction with County staff, members of the public and other governmental entities.

At the conclusion of the interview process the interview panel began a lengthy discussion on the three candidates interviewed.

{{{After weighing the candidates experience, job skills, and personality, and considering whether or not the County should re-post the position, it was the consensus of the Board of Commissioners that Stone contact the references and past employers of Julia Twidwell and Erika Watkins.}}}

WASCO COUNTY BOARD OF COUNTY COMMISSIONERS
SPECIAL SESSION
SEPTEMBER 9, 2010
PAGE 4

The Board of Commissioners will consider the appointment of the Wasco County Treasurer at their upcoming meeting on September 15, 2010.

The Board signed:

- Conservation Service District Cost Share Agreement between Wasco County Soil & Water Conservation Service District and Wasco County.

The Board adjourned at 2:06 p.m.

WASCO COUNTY BOARD
OF COMMISSIONERS



Sherry Holliday, County Commissioner



Bill Lennox, County Commissioner

QUESTIONS FOR TREASURER INTERVIEWS

1. Please give us an overview of your background; what have you been doing?
2. Tell me about your government/finance experience; and what makes you qualified for this job?
3. Describe accounting processes that you have developed or revised.
4. Have you managed business credit cards?
5. Give examples of internal control procedures that you have developed and maintained.
6. What was your interface with the budget process?
7. What role did you play in the audit process?
8. As an elected official you may take criticisms for the County in general, how would you handle that?
9. Tell me about your approach to team work. How have you had to adapt to work effectively as part of a team?
10. How do you keep track of your priorities and balance multiply tasks?
11. When I talk to your supervisors tell me what they will tell me about your performance?
12. Questions of us.