

**POLK COUNTY BOARD OF COMMISSIONERS**  
**MINUTES July 8, 2015**

**1. CALL TO ORDER & ATTENDANCE**

At 9:00 a.m., Commissioner Ainsworth declared the meeting of the Polk County Board of Commissioners to be in session. Commissioner Wheeler and Commissioner Pope were present.

Staff present:           Greg Hansen, Administrative Officer  
                              Matt Hawkins, Administrative Services Director  
                              Morgan Smith, County Counsel

**2. ANNOUNCEMENTS**

Regular meetings of the Board of Commissioners are held on Tuesday and Wednesday each week. The Tuesday meeting is held in the Board of Commissioners' Office Conference Room, 850 Main Street, Dallas, Oregon. The Wednesday meeting is held in the Courthouse Conference Room, 850 Main Street, Dallas, Oregon. Each meeting begins at 9:00 a.m. and is conducted according to a prepared agenda that lists the principal subjects anticipated to be considered. Pursuant to ORS 192.640, the Board may consider and take action on subjects that are not listed on the agenda.

Department Head/staff meetings with the Board of Commissioners are held on Monday, Thursday, and Friday. The meetings are held in the Board of Commissioners' Office Conference Room and are conducted between 9:00 a.m. and 5:00 p.m. The principal subjects anticipated to be considered are on-going, upcoming, and new matters bearing on County operations. Pursuant to ORS 192.640, the Board of Commissioners may consider and take action on subjects not listed within this announcement.

The Board of Commissioners will conduct an inspection of the Polk County Jail, Tuesday, July 14, 2015 at noon.

**3. COMMENTS (FOR ITEMS NOT ON THIS AGENDA)**

**4. APPROVAL OF AGENDA**

**MOTION: COMMISSIONER WHEELER MOVED, COMMISSIONER POPE SECONDED, TO APPROVE THE AGENDA.**

**MOTION PASSED UNANIMOUSLY.**

**5. APPROVAL OF CONSENT CALENDAR**

**MOTION: COMMISSIONER POPE MOVED, COMMISSIONER WHEELER SECONDED TO APPROVE THE CONSENT CALENDAR.**

**MOTION PASSED UNANIMOUSLY.**

**6. APPROVAL OF MINUTES**

**MOTION: COMMISSIONER WHEELER MOVED, COMMISSIONER POPE SECONDED, TO APPROVE THE MINUTES OF JULY 1, 2015.**

**MOTION PASSED UNANIMOUSLY.**

**7. LENGTH OF SERVICE AWARDS**

The following employees were recognized for their length of service to the County:

- 10 Years – Mark Davis
- 10 Years – Diana Leslie
- 15 Years – Cyndy Vallez
- 15 Years – Randy Sass

At 9:03 a.m., Commissioner Ainsworth asked if there was need for an Executive Session. Staff answered that there was not and the meeting was adjourned.

The following items were approved by Motion under **5. APPROVAL OF CONSENT CALENDAR:**

- (a) **BEHAVIORAL HEALTH – CONTRACT NO. 15-124**  
Approve Contract No. 15-124 with Kinsey Miller for Mental Health Services.
- (b) **BOARD OF COMMISSIONERS – CONTRACT NO. 15-125**  
Approve Contract No. 14-71 with USDA APHIS for trapper services.
- (c) **FAMILY & COMMUNITY OUTREACH – CONTRACT NO. 15-126**  
Approve Contract No. 15-126 with Perrydale School District for School Based Mental Health services.
- (d) **PUBLIC HEALTH – CONTRACT NO. 15-127**  
Approve Contract No. 15-127 with Jeff Humphrey for public health medical services.
- (e) **PUBLIC HEALTH – CONTRACT NO. 15-128**  
Approve Contract No. 15-128 with Inge Daeschel for public health nutrition services.
- (f) **PERSONNEL**  
Approve new job specifications and salary ranges for a Behavioral Health Operations Supervisor and a Behavioral Health Supervisor III, and the revised job specification for Behavioral Health Support Services Supervisor.
- (g) **RATIFY VALID VOUCHERS, LICENSES, PERSONNEL ACTIONS, PAYROLL, ETC., FOR THE MONTH OF JUNE 2015.**

**POLK COUNTY BOARD OF COMMISSIONERS**

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Mike Ainsworth, Chair

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Jennifer Wheeler, Commissioner

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Craig Pope, Commissioner