

**POLK COUNTY BOARD OF COMMISSIONERS**  
**MINUTES May 25, 2016**

**1. CALL TO ORDER & ATTENDANCE**

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

Staff present:           Greg Hansen, Administrative Officer  
                              Morgan Smith, County Counsel

**2. ANNOUNCEMENTS**

Regular meetings of the Board of Commissioners are held on Tuesday and Wednesday each week. The meetings are held in the Courthouse Conference Room, 850 Main Street, Dallas, Oregon 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 Polk County Budget Committee will meet Wednesday, May 25, 2016 at 10:00 a.m. in the Courthouse conference room.

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

**4. APPROVAL OF AGENDA**

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

**MOTION PASSED UNANIMOUSLY.**

**5. APPROVAL OF CONSENT CALENDAR**

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

**MOTION PASSED UNANIMOUSLY.**

**6. APPROVAL OF MINUTES OF BOARD MEETING OF MAY 18, 2016**

**MOTION: COMMISSIONER AINSWORTH MOVED, COMMISSIONER POPE SECONDED, TO APPROVE THE MINUTES OF THE BOARD MEETING OF MAY 18, 2016.**

**MOTION PASSED UNANIMOUSLY.**

At 09:01 a.m., County Counsel announced that the meeting was recessed to Executive Session pursuant to ORS 192.660(2)(f) to consider information or records that are exempt from disclosure by law, including written advice from your attorney. Although the public is excluded, no vote may be taken in executive session. Written minutes from the meeting are on file in the Board of Commissioners' office, but are confidential under ORS 192.660.

Commissioner Wheeler called the meeting back into regular session.

**BY CONSENSUS, THE BOARD DIRECTED STAFF TO PROCEED AS DISCUSSED.**

Commissioner Wheeler adjourned the meeting at 9:20 am.

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

**(a) RESOLUTION 16-09**

Adopt Resolution 16-09 in the matter of quality and uniformity in a system of property taxation.

**(b) RESOLUTION 16-10**

Adopt Resolution 16-09 in the matter of granting authorization to Matt Hawkins for temporary contract approval authority.

**(c) HEALTH SERVICES – CONTRACT 16-65**

Approve Contract 16-65 with David Flynn for after hour crisis services.

**(d) PERSONNEL – CONTRACT 16-67**

Approve Contract 16-67, Employment Agreement with Noelle Carroll

**(e) PERSONNEL – CONTRACT 16-68**

Approve Contract 16-68, Employment Agreement with Todd Whitaker.

**(f) PERSONNEL – CONTRACT 16-69**

Approve Contract 16-69, Employment Agreement with Marty Silbernagel.

**(g) NEW & REVISED JOB SPECIFICATIONS & SALARY RANGES**

Approve new job specification and salary range for the position of Behavioral Health Office Lead and the updated job specification and salary range for Behavioral Health Support Services Supervisor.

**POLK COUNTY BOARD OF COMMISSIONERS**

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Jennifer Wheeler, Chair

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Mike Ainsworth, Commissioner

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Craig Pope, Commissioner