

POLK COUNTY BOARD OF COMMISSIONERS
TUESDAY MEETING MINUTES
November 7, 2017

1. At 9:00 a.m., Commissioner Ainsworth declared the Tuesday meeting of the Polk County Board of Commissioners in session. Commissioner Wheeler was present. Commissioner Pope was excused.

2. **MINUTES** **COMMISSIONER WHEELER MOVED, COMMISSIONER AINSWORTH
SECONDED TO APPROVE THE MINUTES OF OCTOBER 31, 2017.**

MOTION PASSED BY UNANIMOUS VOTE OF THE QUORUM.

3. **NEW JOB SPEC, SALARY RANGE, & RECLASS** – Matt Hawkins, Administrative Services Director, presented a memo requesting the approval of a new job specification for the position of Community Service Supervisor. The salary range for the new position is proposed at \$3,620 - \$3,765. Matt also requested the reclassification of John Nyberg from the Community Service Coordinator to the Community Service Supervisor. The effective date of the proposed reclassification is December 1, 2017, and has a 12-month fiscal impact of approximately \$4,100.

BY CONSENSUS, THE BOARD APPROVED THE NEW JOB SPECIFICATION, SALARY RANGE, & RECLASSIFICATION.

4. **NON-LISTED ITEMS** – (Pursuant to ORS 192.640, the Board of Commissioners considered the below identified non-listed items.) None.

Commissioner Ainsworth adjourned the meeting at 09:03 am.

Minutes: Heather Chase

Approved: November 14, 2017