

POLK COUNTY BOARD OF COMMISSIONERS
TUESDAY MEETING MINUTES
FEBRUARY 13, 2018

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

2. **MINUTES** **COMMISSIONER WHEELER MOVED, COMMISSIONER POPE
SECONDED TO APPROVE THE MINUTES OF FEBRUARY 6, 2018.**

MOTION PASSED UNANIMOUSLY.

3. **DEPARTMENT UPDATE** – Noelle Carroll, Health Services Director, presented a PowerPoint with stats from the Behavioral Health department. Noelle explained that the department has grown tremendously over the last 5 years, with an increase of 63% in outpatient treatment. 15%-20% of clients being treated reside in Marion County, for which the County receives additional funding through the BCN. The department has added staff and infrastructure to keep up with the demand. Total FTE is currently around 150 within the County. The department also uses numerous contract employees. The department has developed a strategic plan for the biennium, with the four areas of focus being: effective resource management, promote health and personal wellbeing, evaluate and implement agency processes and performance, and develop workforce and enhance positive organizational culture.
4. **DEPARTMENT OF FORESTRY UPDATE** – Mike Totey, District Forester, Ted Erdmann, Assistant District Forester, and Jeff Classen, Protection Unit Forester, gave an annual update on their three operational programs: state forests, private forests, and fire protection. 2017 was a challenging and expensive year for the Forestry Department state-wide with fire suppression and protection. Mike explained the process of paying for the wildfires, with streams of funding coming from both state and federal sources and insurance payments.

Mike reminded the Board that in the past, the county has partnered with private landowners to for a Woods Patrol Program, but the program was cut due to budget shortfalls. In his discussions with these landowners, they are interested in restarting the program now that the public safety services have been restored. Mike will be contacting the Sheriff for further discussion.

In the State Forests program, Mike explained that the Department of Forestry manages approximately 6,000 State acres in Polk County, 1,700 Common School Land acres, and over 40,000 O&C acres. The Department is anticipating two timber sales over the next two years, which should provide approximately \$700,000 in revenue to Polk County. Over the last 5 years, the County has received an average of \$130,000 in revenue. That number would be significantly higher if Polk County did not have the challenge of dealing with threatened and endangered species, specifically the spotted owl and marbled murrelet.

In the Private Forests program, new Salmon, Steelhead, and Bull Trout (SSBT) stream rules went into effect last July 1. The department continues to use the e-notification subscriber system. Mike also gave an update on the ongoing issues with the Black Rock Mountain Bike Association (BRMBA). This recreation area is an international draw, and is working with Weyerhaeuser to get better access to the area.

In the Prevention program, Mike reported that last year locally the department responded to 17 fires within Polk County. The department had eight seasonal employees, some worked out-of-district last year. The eclipse planning and response last year created an additional workload. So far this year, rainfall is average and a normal spring is predicted.

The Community Forester position was just filled as the previous employee took a different position. There is funding remaining for this position for 18 months, but staff is working on grant applications for

additional funding. This employee will be working on updating the County Wildfire Prevention Plan (CWPP). Once completed this will require Board of Commissioner approval and signature. This position will also be working with residents to get FireWise communities established.

In closing, Mike commented on the ongoing issues with the City of Falls City and Southwest Rural Fire Protection District. Mike explained that although they have a mutual aid agreement with Falls City, the Department of Forestry's role is not structure fire protection, but is to prevent wildfires from spreadint to structures.

5. **PLANNING COMMISSION INTERVIEW** – The Board interviewed Tom Finegan for appointment to the Planning Commission.
6. **NEW JOB SPECS/RECLASSIFICATIONS** – Matt Hawkins, Administrative Services Director, presented a request to approve new job specifications for Health Services Administrative Services Manager (with a wage schedule of \$5,884-\$7,446), Health Services Quality and Analytics Manager (with a wage schedule of \$5,767-\$7,299), and Business Intelligence Analyst (with a wage schedule of \$5,168-\$6,540). Matt also requested the reclassification of Kristin Beck from Behavioral Health Operations Manager to the newly created Health Services Administrative Services Manager. Lastly, Matt requested the Public Health Administrator salary range be moved from (\$5,334-\$6,748 to \$5,998-\$7,591).

BY CONSENSUS, THE BOARD APPROVED THE THREE NEW JOB SPECIFICATIONS AND SALARY RANGES, THE RECLASSIFICATION, AND THE SALARY RANGE ADJUSTMENT.

7. **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 10:15 a.m.

Minutes: Heather Chase
Approved: February 20, 2018