

POLK COUNTY BOARD OF COMMISSIONERS

DATE: October 26, 2022
TIME: 9:00 a.m.
PLACE: Polk County Courthouse, Dallas, Oregon

THE LOCATION OF THIS MEETING IS ADA ACCESSIBLE. PLEASE ADVISE THE BOARD OF COMMISSIONERS AT (503-623-8173), AT LEAST 24 HOURS IN ADVANCE, OF ANY SPECIAL ACCOMMODATIONS NEEDED TO ATTEND OR TO PARTICIPATE IN THE MEETING VIRTUALLY.

PAGE: **AGENDA ITEMS**

- 1. CALL TO ORDER AND NOTE OF ATTENDANCE**
- 2. ANNOUNCEMENTS**
 - (a)** Regular meetings of the Board of Commissioners are held on Tuesday and Wednesday each week. Each 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. The Board also holds a department staff meeting at 9:00am on every Monday in the Commissioners Conference Room at 850 Main Street, Dallas, Oregon.
 - (b)** The Polk County Courthouse will be illuminated in green in observance of Operation Green Light from November 7, 2022 through November 13, 2022. Operation Green Light is a national collaborative initiative of the National Association of Counties (NACo) to support military veterans, as well as raise awareness about the unique challenges faced by many of the veterans and the resources that are available at the county, state, and federal level to assist veterans and their families.
- 3. COMMENTS (for items not on this agenda)**
- 4. APPROVAL OF AGENDA**
- 5. APPROVAL OF THE MINUTES FROM October 19, 2022**
- 6. APPROVAL OF CONSENT CALENDAR**

CONSENT CALENDAR

- (a)** Polk County Contract No. 22-173, Liberty House
(Aaron Felton, District Attorney)
- (b)** Polk County Contract No. 22-174, Juliette's House
(Aaron Felton, District Attorney)

**THE BOARD OF COMMISSIONERS WILL MEET IN EXECUTIVE SESSION
PURSUANT TO ORS 192.660.**

ADJOURNMENT

POLK COUNTY PUBLIC MEETINGS AND PUBLIC HEARINGS
GUIDELINE FOR CITIZENS

REGULAR MEETING AGENDA

Regular meetings of the Polk County Board of Commissioners convene at 9 a.m. each Wednesday morning. Any person wishing to bring a matter before the Board at one of these meetings may do so by mailing or delivering written notice, concisely describing the nature of the item, to the Board of Commissioners, Polk County Courthouse, Dallas, Oregon 97338, by noon on the preceding Thursday. Unless otherwise announced, meetings are held in the Main Conference Room of the Courthouse.

APPEARANCE OF INTERESTED CITIZENS

The Board sets aside a time at each regular meeting for comment by the public on subjects not appearing on the Agenda. Individuals may come forward and make any statement they wish, but not to exceed three (3) minutes in length, except as is required to give concise answers to questions from Board members. If the subject will require a lengthier presentation, or merits inclusion as an item on the Agenda of a future meeting, the Board shall schedule it accordingly.

PUBLIC HEARING FORMAT

Land Use

1. Chairman opens hearing.
 - a. Reading of hearing request or appeal statement.
 - b. Call for abstentions (ex parte contact or conflict of interest).
2. County staff presents background, summary and its recommendation (20-minute limit).
3. Applicant (Appellant) presents his/her case (15-minute limit).
4. Public testimony. Note that all testimony and evidence must be directed toward the applicable factual and legal criteria as identified in the record and/or during this hearing. Do not repeat previous testimony. Simply note for the record that you are in agreement with that earlier testimony. Your time to present testimony is limited. FAILURE TO RAISE AN ISSUE IN THIS HEARING, IN PERSON OR BY LETTER, OR FAILURE TO PROVIDE ADEQUATE SPECIFICITY TO AFFORD THE BOARD AN OPPORTUNITY TO RESPOND TO THE ISSUE MAY PRECLUDE LATER APPEAL TO LUBA ON THAT ISSUE.
 - a. Individuals in favor of the application or appeal.
 - b. Individuals against the application or appeal. At the discretion of the Chairman, an attorney, consultant, or other designated representative of two or more individuals may be allowed the combined time for each represented individual who does not speak, not to exceed 20 minutes. The Chairman may require proof of designation.
5. Rebuttal by Applicant (Appellant) (10-minute limit).
6. Questions from Board (discussion limited to individuals questioned by the Board).
 - a. Staff.
 - b. Applicant (Appellant).
 - c. Individuals testifying.
7. Chairman closes hearing and announces closing of Record.
8. Chairman announces date for deliberation and decision.
9. The Board's decision is deemed the final decision of Polk County. It may be appealed to LUBA within 21 days of its issuance in written form. The address and phone number of LUBA may be obtained from the Polk County Community Development Department and will also appear on the Notice of Decision which will be mailed to all persons who testify, submit comments, or print their name and address on the hearing attendance sheet at the back of the hearing room.

POLK COUNTY BOARD OF COMMISSIONERS
MINUTES October 19, 2022

1. CALL TO ORDER & ATTENDANCE

At 9:00 a.m., Commissioner Gordon declared the meeting of the Polk County Board of Commissioners to be in session. Commissioner Pope was present and Commissioner Mordhorst was absent.

Staff present:

Morgan Smith, County Counsel
Matt Hawkins, Administrative Services Director

2. ANNOUNCEMENTS

Regular meetings of the Board of Commissioners are held on Tuesday and Wednesday each week. Each 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 principle 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. The Board also holds a department staff meeting at 9:00 a.m. on every Monday in the Commissioners Conference Room at 850 Main Street, Dallas, Oregon.

The Homeless Prevention Advisory Council will be meeting on Thursday October 20, 2022 from 12:00 pm to 1:30 pm located in the first floor conference room at 182 SW Academy St, Dallas Oregon, 97338.

3. COMMENTS

None.

4. APPROVAL OF AGENDA

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

MOTION PASSED BY UNANIMOUS VOTE OF THE QUORUM.

5. APPROVAL OF MINUTES OF BOARD MEETING OF October 12, 2022

MOTION: COMMISSIONER POPE MOVED, COMMISSIONER GORDON SECONDED, TO APPROVE THE MINUTES OF October 12, 2022.

MOTION PASSED BY UNANIMOUS VOTE OF THE QUORUM.

6. APPROVAL OF CONSENT CALENDAR

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

MOTION PASSED BY UNANIMOUS VOTE OF THE QUORUM.

7. EMERGENCY MANAGEMENT UPDATE:

Dean Bender, Emergency Management Manager, went over a timeline that he put together for the OR-Alerts (Marion-Polk Alerts), information on trainings and challenges that he has been experiencing. Mr. Bender also updated the Board on some staffing changes that are happening. Commissioner Pope asked if there was a plan for a drill or dry run process to help educate the citizens. Mr. Bender stated that they do have a plan to run tests in the future. Commissioner Pope stated he has concerns about only relying on one emergency alerting system and doesn't know if everyone will see it or pay attention to it. Commissioner Gordon asked how we can ensure that we don't get conflicting messages out to the constituents. Mr. Bender said the goal

is we would be updating our emergency management webpage with the necessary details.

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

- a) Polk County Contract No. 21-171, OHA
(Rosana Warren, Public Health)
- b) BOPTA Appointments, Clerks Office
Appoint Susan Thompson and Timothy English to the Board of Property Tax Appeals
- c) Polk County Order 22-13, Fair Board Reappointment
(Michael Stebbins)

There was no need for an executive session and Commissioner Gordon adjourned the meeting at 9:18 a.m.

POLK COUNTY BOARD OF COMMISSIONERS

Lyle Mordhorst, Chair

Craig Pope, Commissioner

Jeremy Gordon, Commissioner

MEMORANDUM

TO: Board of Commissioners

FROM: Aaron Felton

DATE: October 17th, 2022

SUBJECT: Liberty House Agreement With CAMI/MDT

Wednesday Consent October 26th, 2022

RECOMMENDATION:

Approve and sign the contract for services.

ISSUE:

The CAMI/MDT grant provides for funds to be paid to Liberty House for child abuse assessments. The grant requires a contact between the County and Liberty House in order for funds to be disbursed to the assessment center.

BACKGROUND:

Liberty House contracts with Polk County CAMI/MDT to provide child abuse assessments for law enforcement agencies in Polk County. The current grant (beginning July 1st, 2021 and ending June 30th, 2023) includes funds for contract services to Liberty House in the amount of 150,000.00, with quarterly payments of \$18,750.

DISCUSSION/ALTERNATIVES:

- A. Approve and sign the agreement.
- B. Do not approve and sign the agreement

SUMMARY:

N/A

FISCAL IMPACT:

This contract is entirely funded by the CAMI/MDT grant.

**Liberty House
Polk County District Attorney on behalf of
Polk County Child Abuse Multidisciplinary Team
AGREEMENT**

This agreement is entered into between Liberty House and the Polk County District Attorney (Polk County) on behalf of the Polk County Child Abuse Multidisciplinary Team (MDT).

Whereas, Liberty House provides medical assessments of children for whom there are concerns of child abuse and/or neglect; and

Whereas, Polk County MDT recognizes the need for child abuse assessments of children residing in Polk County and believes it to be desirable to establish and maintain a cooperative working relationship with Liberty House.

Therefore, it is hereby agreed as follows:

1. Access to Medical Assessment Services

Liberty House will allow access to medical assessment services to children referred by the following members of the Polk County Multidisciplinary Team: Polk County DHS, Polk County law enforcement agencies, Polk County District Attorney's Office and Polk County residents referred by medical providers or other sources, as deemed appropriate by Liberty House. There shall be no limit to the number of children that can be referred to Liberty House.

Liberty House will determine if a child referred by Polk County will receive medical assessment per Liberty House intake guidelines. Liberty House may refer children to other services, as deemed appropriate.

Referrals may be scheduled for assessments during Liberty House's regular business hours.

Polk County is responsible for arranging transportation for children referred to Liberty House.

Liberty House may collect any patient insurance coverage for services received Liberty House.

2. Reporting

Liberty House will submit, to the MDT chair, monthly statistics and a final annual report regarding services for Polk County children. Liberty House representatives will attend one (1) MDT meeting, quarterly as scheduled.

3. Consideration:

Liberty House will provide quarterly invoices at the end of each calendar quarter, with payment due, as follows:

Liberty House

2022-2023

October 15 – \$18,750

January 15 – \$18,750

April 15 – \$18,750

July 15 – \$18,750

4. Modification

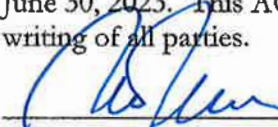
This agreement may be modified or amended by mutual consent in writing from any party.

5. Termination

Either party may terminate this AGREEMENT by giving written notice sixty (60) days in advance to the other party.

6. Term and Renewal

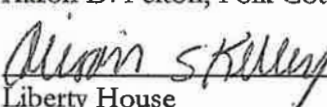
This agreement shall be effective for one (1) year commencing on July 1, 2022 and ending June 30, 2023. This AGREEMENT may be renewed in whole or part by mutual consent in writing of all parties.



Aaron D. Felton, Polk County District Attorney

10/17/22

Dated



Liberty House

10/13/2022

Dated

POLK COUNTY BOARD OF COMMISSIONERS

Dated

Approved as to form:

Morgan Smith, Polk County Counsel

Dated

MEMORANDUM

TO: Board of Commissioners

FROM: Aaron Felton

DATE: October 17th, 2022

SUBJECT: Juliette's House Agreement With CAMI/MDT

Wednesday Consent October 26th, 2022

RECOMMENDATION:

Approve and sign the contract for services.

ISSUE:

The CAMI/MDT grant provides for funds to be paid to Juliette's House for child abuse assessments. The grant requires a contact between the County and Juliette's House in order for funds to be disbursed to the assessment center.

BACKGROUND:

Juliette's House contracts with Polk County CAMI/MDT to provide child abuse assessments for law enforcement agencies in Polk County. We have allocated funds up to 44,849.00. Payments are based on each assessment completed (full medical/forensic \$1,800/visit, forensic interviews only \$1,350/visit, suspicious physical injury \$600/visit). Excess funds will be considered for a grant amendment towards the end of the grant (June 2023), for redistribution within the grant.

DISCUSSION/ALTERNATIVES:

- A. Approve and sign the agreement.
- B. Do not approve and sign the agreement

SUMMARY:

N/A

FISCAL IMPACT:

This contract is entirely funded by the CAMI/MDT grant.

**Juliette's House
Polk County District Attorney on behalf of
Polk County Child Abuse Multidisciplinary Team
AGREEMENT**

This agreement is entered into between Juliette's House and the Polk County District Attorney (Polk County) on behalf of the Polk County Child Abuse Multidisciplinary Team (MDT).

Whereas, Juliette's House provides medical assessments of children for whom there are concerns of child abuse and/ or neglect; and

Whereas, Polk County MDT occasionally has a need for these assessments to occur immediately, without appointment, on a drop-in basis, and

Whereas, Polk County MDT recognizes the need for child abuse assessments of children residing in Polk County and believes it to be desirable to establish and maintain a cooperative working relationship with Juliette's House.

Therefore, it is hereby agreed as follows:

1. Access to Medical Assessment Services

Juliette's House will allow access to medical assessment services to children referred by the following members of the Polk County Multidisciplinary Team: Polk County DHS, Polk County law enforcement agencies, Polk County District Attorney's Office and Polk County residents referred by medical providers or other sources, as deemed appropriate by Juliette's House. There shall be no limit to the number of children that can be referred to Juliette's House.

Juliette's House will determine if a child referred by Polk County will receive medical assessment per Juliette's House intake guidelines. Juliette's House may refer children to other services, as deemed appropriate.

Referrals may be scheduled for assessments during Juliette's House's regular business hours.

Polk County is responsible for arranging transportation for children referred to Juliette's House.

Juliette's House may collect any patient insurance coverage for services received Juliette's House.

2. Reporting

Juliette's House will submit, to the MDT chair, quarterly statistics and a final annual report regarding services for Polk County children. Juliette's House representatives will attend a minimum of one (1) MDT meeting, quarterly as scheduled.

3. Consideration:

Juliette's House will provide monthly invoices at the end of each calendar month, with payment due, as follows:

Juliette's House	
Full Medical/Forensic Assessments:	\$1,800 per drop-in visit
Forensic Interviews Only:	\$1,350 per drop-in visit
SPIs (Suspicious Physical Injury)	\$600 per drop-in visit

4. Modification

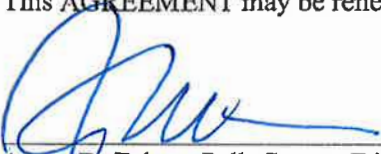
This agreement may be modified or amended by mutual consent in writing from any party.

5. Termination

Either party may terminate this AGREEMENT by giving written notice sixty (60) days in advance to the other party.

6. Term and Renewal


This agreement shall be effective for one (1) year commencing on July 1, 2022 and ending June 30, 2023. This AGREEMENT may be renewed in whole or part by mutual consent in writing of all parties.



Aaron D. Felton, Polk County District Attorney

10/17/22

Dated



Juliette's House President/CEO

10.16.22

Dated

Polk County Board of Commissioners

Dated

Approved as to form:

Morgan Smith, Polk County Counsel

Dated