

TUESDAY WORK SESSION AGENDA
March 12, 2024
Courthouse Conference Room

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

Approximate Time

AGENDA

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| 9:00 a.m. | 1. CALL TO ORDER – PLEDGE OF ALLEGIANCE |
| | 2. COMMENTS (for items not on this agenda and limited to 3 minutes) |
| | 3. APPROVE MINUTES OF March 5, 2024 |
| | 4. RECLASSIFICATION OF AN EMPLOYEE – Matt Hawkins |
| | 5. NON-LISTED ITEMS (Pursuant to ORS 192.640) |

Regular meetings of the Board of Commissioners are held on Tuesday and Wednesday each week. The meetings are held in the Board of Commissioners' 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 of Commissioners 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, Oregon.

The Homeless Prevention Advisory Council (AKA P.A.T.H.S) will be meeting on March 13, 2024 from 12:00 pm to 2:00 pm located at 1407 Monmouth Independence Hwy, Monmouth OR 97361.

The Grand Ronde Sanitary District Board is meeting on March 20, 2024 at 9:15 a.m. The meeting will take place in the Polk County Courthouse, 850 Main Street, Dallas, OR, 97338.

The Polk County Board of Commissioners will be speaking at the State of the County meeting on Thursday, March 21, 2024 from 5:30PM to 6:30PM, located in the main conference room of the Polk County Courthouse at 850 Main St Dallas, Oregon 97338.

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.

POLK COUNTY BOARD OF COMMISSIONERS
TUESDAY MEETING MINUTES
March 5, 2024

1. At 9:00 a.m., Commissioner Pope declared the Tuesday meeting of the Polk County Board of Commissioners in session and led the Board and attending audience in the Pledge of Allegiance. Commissioner Gordon and Commissioner Mordhorst were present.

2. COMMENTS (for items not on this agenda):

Joanne Crozby provided public comment in regards to a comment she provided to the Board two weeks ago and wanted to state that the abandoned RV is still in the same location and would like the Board to start the process of condemning the vehicle or placing large rocks in that section so nothing can be left in that location. Commissioner Mordhorst stated that they did go out and look at it and the Sheriff was notified of the abandoned vehicle.

3. MINUTES: **COMMISSIONER MORDHORST MOVED, COMMISSIONER GORDON
SECONDED TO APPROVE THE MINUTES OF February 27, 2024**

MOTION PASSED BY UNANIMOUS VOTE OF THE BOARD.

4. FACT UPDATE:

Alba Garcia, Polk County Behavioral Health, & Jim Rydzewski, Polk County Community Corrections, provided an update to the Board and staff going over Forensic Assertive Community Treatment (FACT.) In their update, they highlighted what FACT is, the eligibility for it and what FACT looks like in Polk County. They stated that Forensic Assertive Community Treatment (FACT) is an evidenced based intervention method intended for individuals with serious mental illness (SMI) who are involved with the criminal justice system. Ms. Garcia spoke about the services that are provided and emergency services that are available. Mr. Rydzewski went over some recent statistics with a snapshot of data from July 1, 2022 – June 30, 2023 and how they measure success. Mr. Rydzewski shared a couple success stories with clients of theirs. Commissioner Mordhorst asked what is their largest obstacle that they face and Ms. Garcia answered his question. Commissioner Mordhorst asked questions about the data and statistics that were shared and Mr. Rydzewski answered his questions. Commissioner Gordon asked Ms. Garcia if there are people who continue to use FACT services even if their time has expired and Ms. Garcia responded. Commissioner Gordon also asked questions about the data that was shared and Ms. Garcia answered him. Commissioner Pope wanted to state for the record how these are clients introduced to FACT and went over that process with Ms. Garcia and Mr. Rydzewski. Commissioner Pope asked how engaged are they with the Family & Community Outreach and are they duplicating services with them and Ms. Garcia stated that she is not confident in answering that question fully but stated that they do try and get these individuals over to correct programs and resources. Ms. Garcia said she can look into this further to give him a more detailed answer. Commissioner Pope stated that he would like to know in the future, how much these services cost per individual.

5. NON-LISTED ITEMS - (Pursuant to ORS 192.640, the Board of Commissioners considered the below identified non-listed items.)

None.

Commissioner Pope adjourned the meeting at 10:04 a.m.

Minutes: Nicole Pineda
Approved: March 12, 2024



MEMORANDUM

TO: Board of Commissioners
FROM: Matt Hawkins, Admin. Services Director
DATE: March 8, 2024
SUBJECT: Reclassification of a Health Services Manager II

Tuesday – March 12, 2024 (5 minutes)

RECOMMENDATION:

The Board of Commissioners approve the reclassification of an Environmental Health Specialist Trainee.

ISSUE:

Shall the Board approve the reclassifications?

DISCUSSION:

It is recommended that Kerry Hammerschmith be reclassified from a Health Services Manager II to a Health Services Division Manager. Noelle Carroll, Health Services Director, has requested this reclassification after recognizing that it should have happened months ago. Kerry has been working in the duties outlined in the class specification of the Health Services Division Manager through being the primary interface with the state on policy level conversations regarding Aid and Assist, Civil Commitments and the Oregon State Hospital, amongst several other duties.

Kerry is currently at step 6 of the Health Services Manager II position which is \$8,547. If the reclassification is approved she will move to step 4 of the Health Services Division Manager position which is \$8,940.

Should the reclassification be approved it would be effective March 1, 2024.

FISCAL IMPACT:

This reclassification will have an impact on the budget for FY 23-24 of approximately \$7,000 including PERS contribution should it be for 12 months.