

POLK COUNTY BOARD OF COMMISSIONERS
MINUTES June 4, 2025

1. CALL TO ORDER & ATTENDANCE

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

Staff present: Greg Hansen, Administrative Officer
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.

3. COMMENTS

None.

4. APPROVAL OF AGENDA

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

**BOTH VOTED YES.
MOTION PASSED BY VOTE OF THE QUORUM.**

5. APPROVAL OF MINUTES OF May 28, 2025

MOTION: COMMISSIONER GORDON MOVED, COMMISSIONER POPE SECONDED, TO APPROVE THE MINUTES OF May 28, 2025.

**BOTH VOTED YES.
MOTION PASSED BY VOTE OF THE QUORUM.**

6. APPROVAL OF CONSENT CALENDAR

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

**BOTH VOTED YES.
MOTION PASSED BY VOTE OF THE QUORUM.**

7. FALLS CITY RESOURCE CENTER LOC AWARD & FCO UPDATE

AJ Foscoli, Falls City Manager, Amy Houghtaling, Falls City Council Member, & Brent DeMoe, Family & Community Outreach Director, went over a power point presentation for the Commissioners and staff. The presentation went over the Falls City Resource Center that opened September 23, 2024. They talked about the health and wellness providers

that are located in the facility, other on-site providers like Bambinos, special events and community support, sheds and planter boxes built by Amity High School, and a preview of what the last 8 months have looked like. Ms. Houghtaling shared her favorite community event they have hosted through the Resource Center and that is the Happy Dance. She explained how that event has started and what takes place during that event. Mr. DeMoe shared a couple success stories and the plans for the future. Commissioner Pope asked about WVP's involvement and Mr. DeMoe answered his question. Mr. DeMoe recognized all the partners that have been involved with the Resource Center and he invited Ms. Houghtaling to talk about the community and the impact it has had on their community. Mr. Foscoli stated that the League of Oregon Cities (LOC) was looking for nominations which he nominated the Resource Center for, which led to them winning the award. Commissioner Gordon thanks them for coming and he wanted to recognize them for making this possible for their community. Commissioner Pope stated that he is very proud of their hard work but stated there is still a long way to go for the Falls City community, like transportation and access to groceries. Commissioner Pope is grateful that they were recognized for leading the way with their innovative thinking.

8. RECLASSIFICATION OF AN EMPLOYEE

Matt Hawkins, Admin Services Director, is recommending the reclassification of Health Services Analyst II to a Management Analyst I. Should the reclassification be approved, it would be effective May 1, 2025 and have an approximate impact to the FY24-25 budget of \$4,000 including PERS contributions should it be for 12 months.

APPROVED BY CONSENSUS OF THE QUORUM.

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

- a) Polk County Contract No. 25-72, Service Contract
(Austin McGuigan, Community Development Director)
- b) Polk County Contract No. 25-73, Service Contract
(Rosana Warren, Public Health)
- c) Polk County Contract No. 25-74, Providence Health Plan
(Rosana Warren, Public Health)
- d) Polk County Contract No. 25-75, Iris Telehealth Medical Group, PA
(Rosana Warren, Behavioral Health)
- e) Polk County Contract No. 25-76, Northwest Human Services
(Rosana Warren, Behavioral Health)
- f) Polk County Contract No. 25-77, Employment Agreement
(Greg Hansen, Administrative Officer)
- g) Polk County Contract No. 25-78, Employment Agreement
(Greg Hansen, Administrative Officer)
- h) Polk County Contract No. 25-79, Employment

Agreement
(Greg Hansen, Administrative Officer)

- i) Polk County Order No. 25-08, Hall Road Vacation
(Todd Whitaker, Public Works Director)

At 9:24 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 by law from public inspection.

The Executive Session ended at 9:49 a.m. and Commissioner Pope adjourned the meeting.

POLK COUNTY BOARD OF COMMISSIONERS

unavailable to sign

Craig Pope, Chair

[Signature]

Jeremy Gordon, Commissioner

[Signature]

Lyle Mordhorst, Commissioner