

POLK COUNTY BOARD OF COMMISSIONERS
MINUTES October 22, 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. Commissioner Mordhorst and Commissioner Gordon were present.

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 MORDHORST SECONDED, TO APPROVE THE AGENDA.

ALL VOTED YES.

MOTION PASSED BY UNANIMOUS VOTE OF THE BOARD.

5. APPROVAL OF MINUTES OF October 15, 2025

MOTION: COMMISSIONER MORDHORST MOVED, COMMISSIONER GORDON SECONDED, TO APPROVE THE MINUTES OF October 15, 2025.

ALL VOTED YES.

MOTION PASSED BY UNANIMOUS VOTE OF THE BOARD.

6. APPROVAL OF CONSENT CALENDAR

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

ALL VOTED YES.

MOTION PASSED BY UNANIMOUS VOTE OF THE BOARD.

7. RECLASSIFICATION OF AN EMPLOYEE

Matt Hawkins, Admins Services Director, is recommending the reclassification of an employee from a Health Service Supervisor III to a Health Services Supervisor IV. Should the reclassification be approved, it would be effective October 1, 2025 and have an approximate impact on the FY25-26 budget of \$8,600 including PERS contributions should it be for 12 months. Commissioner Pope asked if he knew the savings for this reclass and Mr. Hawkins answered him. Commissioner Pope asked how many other IV

positions they have over there and Mr. Hawkins answered him. Commissioner Pope stated he would like to hear more about the reorganization that has occurred over in Behavioral Health and Mr. Hawkins responded to him.

APPROVED BY CONSENSUS OF THE BOARD.

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

- a) Polk County Contract No. 25-183, City of Independence/City of Monmouth
(Morgan Smith, County Counsel)
- b) Polk County Contract No. 25-184, Salem Health West Valley
(Rosana Warren Rivera, Public Health)
- c) Polk County PVAB Member Appointments, Mike Sewell & Timothy English
(Christian Hayes, PVAB Clerk)

There no need for an executive session and Commissioner Pope adjourned the meeting at 9:12 a.m.

POLK COUNTY BOARD OF COMMISSIONERS

unavailable to sign
Craig Pope, Chair

[Signature]
Jeremy Gordon, Commissioner

[Signature]
Lyle Mordhorst, Commissioner