

**POLK COUNTY BOARD OF COMMISSIONERS**  
**TUESDAY MEETING – MARCH 1, 2011**  
**MINUTES**

1. At 9:00 a.m., Commissioner Pope declared the Tuesday meeting of the Polk County Board of Commissioners in session. Commissioner Ainsworth was present. Chairman Propes joined the meeting at 9:07 a.m. via speaker phone. A CD of the proceedings is on file in the Board of Commissioners' Office.
2. **MOTION: COMMISSIONER AINSWORTH MOVED, COMMISSIONER POPE SECONDED, TO APPROVE THE MINUTES OF FEBRUARY 22, 2011.**

**MOTION PASSED BY UNANIMOUS VOTE OF THE QUORUM.**

3. **STEP III HIRE REQUEST**

Doug Schmidt, Assessor said that he is filling a vacant Cartographic Deed Trainee position and is authorized to offer someone that position at the second step. He said that the person he has selected for the position currently has a job with a title company and has 15 years experience in Title, which will be approximately 80% of her job. She will come down in actual base pay if she accepts this position at step three, although some of that will be made up in health benefits. He said that they have come to an agreement on the third step, which is \$100 more per month than the second step. He asked for Commissioner approval so that he can finalize that offer.

Matt Hawkins, Human Resources Director said that department heads have the right to hire up to step two but anything above that requires Board approval. He said that this will actually be a cost savings to the County because this employee is filling a position that was previously filled by an employee at a much higher salary.

**MOTION: COMMISSIONER AINSWORTH MOVED, COMMISSIONER POPE SECONDED, TO APPROVE THE STEP THREE HIRE.**

**MOTION PASSED BY UNANIMOUS VOTE OF THE QUORUM.**

4. **PUBLIC WORKS UPDATE**

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5. **WEBPAGE REQUEST**

Greg Hansen, Administrative Officer said that we received a request from Polk CDC to advertise their rehabilitation program for low-moderate income homeowners in Polk County on the County web home page. He said that PCDC has their own website and we hand out information in Community Development for some of the things they offer. He said that PCDC used to be within the Housing Authority but they are now their own entity. He said that they do a good work for the County but he is not sure that advertising on the County's home page is necessary.

Stacie Wheeler, Human Services Assistant Director said that we do post information for PCDC on the Service Integration page on the Polk County website.

Commissioner Pope asked if someone who was not familiar with the County webpage could get to this information within two or three key strokes. Staff answered, "No. this is hard to find." He said that advertising outside programs on the County's home page opens a can of worms we will never stop but he always asks how the lay person finds things on our website.

Hansen said that the problem he has with this request is that the County made the Housing Authority change their name from Polk County Housing Authority to West Valley Housing Authority because people thought they were a department within Polk County. He said that this is Polk CDC and he does not want people confused that it is a Polk County program.

Stacie Wheeler said that the pilot for social media sites was approved by the Board last week. She said that there are Polk CDC members on several of the Service Integration teams and as new resources are available, that information always comes to Service Integration and is posted in their newsletter. She said that if the pilot program for social media is a success, her wish is that Service Integration be the next site so that every time there is an update, that information would automatically be pushed out to “friends” on that site making it less difficult to find. She said that another way information will be easily accessed is through the 2-1-1 Program, which will be funded through the United Way. She said that the way our web site is currently set up, this type of information is not easy to find because you first have to know that Service Integration is in Human Services, which is under the Commission so you have to keep linking your way through.

Commissioner Pope said that if 2-1-1 were a viable Service Integration tool, that would take up a small place [on the web site] and really would have a huge impact on our whole community. He said that he would not be opposed to seeing 2-1-1 as a “button” on our home page but approving this request, because it is not a direct Polk County program, could be problematic on our home page. He said that he is glad to hear there are ways people who are engaged in Service Integration can get to these kinds of programs.

The Board agreed by consensus to deny this request.

6. **COMMUNITY CORRECTIONS DEPARTMENT UPDATE**

Marty Silbernagel, Community Corrections Director gave a PowerPoint presentation. A copy of that PowerPoint presentation has been made a part of the permanent record.

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

(a) **NACo ANNUAL CONVENTION PARTICIPATION**

Commissioner Pope said that he has worked for the last month and a half putting together a concept for Economic Development Districts (EDDs) to participate in the NACo 2011 Annual Convention that will be held in Portland in July. As “Host County,” Multnomah County is looking at a \$600,000 cost to put this event on and they are asking every county in Oregon to participate in helping them raise funds. He said that, realizing it would not make sense for Polk County to make a contribution directly out of budget just to assist Multnomah County, he began discussions with Austin McGuigan, Community Development Director, and they developed a concept that would benefit EDDs around the state and give small counties a better opportunity to actually participate at the conference. He discussed the concept with the person in Multnomah County who is coordinating the conference and learned that they had not considered an opportunity for each county in Oregon or EDDs to even have a place to present at the conference. There will be more than 3,000 decision makers and buyers from all over the United States attending this conference and this would be an opportunity for small businesses to be involved in a large conference they would otherwise never have the opportunity to be involved with due to the cost. He said that, with this concept, we would ask the three counties in our EDD to partner to get the base funding for our display and each EDD in the State would have the same opportunity for display space at the conference, separate from the vendors. He said they were able to put that concept together and the NACo Coordinators have agreed to it and have given us a space at no cost beyond our contribution to fund the convention. He said that he has discussed this with other County Commissioners around the State and there are a number of counties on board with the idea. He asked the Polk County Board of Commissioners to join him in this concept so he can move forward in asking Yamhill County and Marion County Commissioners to join as well. He said that he does have SEDCOR, the Mid-Willamette Economic Development District, and Travel Salem on board so far and he is asking for Polk County to engage in this at the \$4,000 level.

At 9:07 a.m., Chairman Propes joined the meeting via speaker phone. He said that he has read the proposal.

Austin McGuigan, Community Development Director said that the proposal is an Economic Development proposal, there is funding for Economic Development projects, and he does have budget for the \$4,000 this would cost to implement. He said that he sees this as a benefit in that this would basically subsidize vendor display space for local tourism and local businesses and this is how Polk County likes to leverage the few Economic Development dollars we have. He said that, based on his analysis, it appears this would offer an opportunity for our region, we would have a measurable return on our investment, and we can fund this at \$4,000.

Chairman Propes said that he believes this is a great opportunity for small businesses and it is also a great model. He said, "This is a great idea. There has never been anything for small counties like this. It gives us a new beginning."

Commissioner Ainsworth said that he is impressed with this concept and agrees with Chairman Propes that this is a great opportunity for businesses in Polk County.

**MOTION: COMMISSIONER AINSWORTH MOVED, CHAIRMAN PROPESE  
SECONDED, TO MOVE FORWARD WITH THIS CONCEPT.**

**MOTION PASSED UNANIMOUSLY.**

**(b) STEP III HIRE REQUEST**

Stacie Wheeler requested authorization to hire an Alcohol and Drug Supervisor in Mental Health at step three. She said that this candidate is currently working for another county and taking the position at step two would result in a loss of wages. She said that this candidate was a practicum student with Polk County a few years ago so they have had an opportunity to review her and her skills and she comes highly recommended. She said that this is the third time they have gone out for this position and they were unsuccessful in the previous two recruitments.

**MOTION: COMMISSIONER AINSWORTH MOVED, CHAIRMAN PROPESE  
SECONDED, TO MOVE FORWARD WITH THIS CONCEPT.**

**MOTION PASSED UNANIMOUSLY.**

Commissioner Pope adjourned the meeting at 10:35 a.m.