

POLK COUNTY BOARD OF COMMISSIONERS
TUESDAY MEETING – MAY 3, 2011
MINUTES

1. At 9:00 a.m., Chairman Pope declared the Tuesday meeting of the Polk County Board of Commissioners in session Commissioner Ainsworth and Commissioner Wheeler were present. A CD of the proceedings is on file in the Board of Commissioners' Office.

2. **MOTION: COMMISSIONER AINSWORTH MOVED, COMMISSIONER WHEELER SECONDED, TO APPROVE THE MINUTES OF APRIL 26, 2011.**

MOTION PASSED UNANIMOUSLY

3. **WEST VALLEY HOUSING AUTHORITY UPDATE**

Linda Jennings, Executive Director of West Valley Housing Authority, gave a PowerPoint presentation. She presented information on the history, budget, client base and future plans of the organization. She explained the Housing Authority's plan to dispose of certain properties that are impractical to retain so they can purchase, or build, housing that is more suitable to their needs. She is requesting a letter from the Board supporting the West Valley Housing Authority's Section 18 Disposition Application and Plan.

MOTION: COMMISSIONER WHEELER MOVED, COMMISSIONER AINSWORTH SECONDED TO SIGN THE LETTER TO SUPPORT WEST VALLEY HOUSING AUTHORITY'S SECTION 18 DISPOSITION APPLICATION

MOTION PASSED UNANIMOUSLY

4. **PUBLIC HEALTH ANNUAL PLAN**

Randi Phillips, Public Health Supervisor, presented Polk County Public Health's Annual Plan to the Board. She spoke about the elements of the plan, which included Family Planning, Immunizations, WIC, and Communicable Disease surveillance, Emergency Preparedness and Maternal and Child Health. She is before the Board today to request approval of the Plan so it can be forwarded to the State.

MOTION: COMMISSIONER AINSWORTH MOVED, COMMISSIONER WHEELER SECONDED, TO APPROVE THE POLK COUNTY PUBLIC HEALTH ANNUAL PLAN.

MOTION PASSED UNANIMOUSLY

5. **OFFICE RECEPTION DISCUSSION**

Greg Hansen explained that, in the past, it has been the position of the County to have a live person answer the telephone when a call comes in. Since the County has less and less staff due to budget cuts, he is asking the current Board their position on live answers versus an automated attendant.

Chair Pope said that he likes the personal touch on each phone call but budgets, personnel and staffing drive it. He said he does not think an automated attendant should be used across the board in the County but it has to be a tool to which each department has access.

The Board agreed by consensus the automated telephone answering service should be authorized on a departmental basis as needed.

6. **NAME CHANGE – HUMAN SERVICES**

Hansen said that he is requesting a name change from Human Services to Health & Human Services. He said that most counties in the state have gone to that name to avoid being confused with the State Department of Human Services. He said he would first change the name in the budget.

The Board agreed by consensus to change the name of the department from Human Services to Health & Human Services.

7. **LADPC BYLAWS**

Hansen presented bylaws drafted by Dave Doyle, County Counsel, for Board approval. This change gives departments the latitude to have a designated representative present without the Board having to vote on each representative.

Pope said he would still like to keep the appointment of a Chairman with the Board. If the Board has to make an appointment every two years, it would give them a chance to review what has happened. If there were problems, the Board would have a chance to make sure everything is proceeding, as it should.

Greg said he thinks LADPC should be on the Boards and Committees List in the future.

The Board agreed by consensus to move forward with ratification of the LADPC bylaws at the May 11 Board meeting.

8. **PCCCF UPDATE**

Brent DeMoe gave an update of the program. The House Human Services Committee invited them to give a presentation of the Service Integration program. They have also been invited to do a presentation of the Program to the Urban Learning Council that the Governor has put together as well as the Health Transformation Team. DeMoe expressed his gratitude to the Board for their continued support of the program.

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

(a) **JOB GROWERS BYLAWS CHANGE**

Greg Hansen explained that Job Growers has proposed a change in their bylaws and are required to have the County Counsels of Yamhill, Marion and Polk Counties sign off on it. Dave Doyle is seeking the approval of the Board to sign the document; it has been done many times in the past. Bylaw changes include no longer handing out proxy votes.

The Board agreed by consensus to have the County Counsel sign the Job Growers Bylaws changes on behalf of Polk County.

Chairman Pope adjourned the meeting at 10:40 a.m.

Minutes: Rick Davisson

Approved: May 10, 2011