

POLK COUNTY BOARD OF COMMISSIONERS
JULY 12, 2011 - BOARD OFFICE

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 WILL NEED ANY SPECIAL ACCOMMODATIONS TO ATTEND OR PARTICIPATE IN THE MEETING.

Approx.
Time

AGENDA

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| 9:00 a.m. | 1. | Call to order by Chairman |
| 9:01 a.m. | 2. | Approve Minutes of July 5, 2011 |
| 9:02 a.m. | 3. | Parole and Probation Week Acknowledgement Letter |
| 9:05 a.m. | 4. | New Job Specification – Matt Hawkins |
| 9:10 a.m. | 5. | Revised Job Specification - Matt Hawkins |
| 9:15 a.m. | 6. | Reclassification - Matt Hawkins |
| . | 7. | NON-LISTED ITEMS (Pursuant to ORS 192.640) |

Regular meetings of the Board of Commissioners are held on Tuesday and Wednesday each week. The Tuesday meeting is held in the Board of Commissioners' Office Conference Room, 850 Main Street, Dallas, Oregon. The Wednesday meeting is 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.

Department head / staff meetings with the Board of Commissioners are held on Monday, Thursday, and Friday. The meetings are held in the Board of Commissioners' office conference room, 850 Main Street, Dallas, Oregon and are conducted between 9:00 a.m. and 5:00 p.m. The principal subjects anticipated to be considered are on going, upcoming, and new matters bearing on county operations. Pursuant to ORS 192.640, the Board of Commissioners may consider and take action on subjects that are not listed within this announcement.